



MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

AGENDA REGULAR MEETING July 30, 2024 4:00 p.m. Closed Session 4:30 p.m. Open Session

MEETING LOCATION:

District Administration Offices, 19900 Portola Drive, Salinas, California 93908

1. CALL TO ORDER

- 1.1. Pledge of Allegiance
- 1.2. Roll call of Directors

2. CLOSED SESSION

2.1. Public Comment

The Board will take public comment on any closed session items. Speakers will be limited to no more than three minutes unless otherwise specified by the President of the Board.

2.2. Employee Performance Evaluation- Government Code Section 54957

Title: Fire Chief

2.3. Conference with Labor Negotiator- Government Code Section 54957.6

Agency Designated Representative: Lisa Charbonneau
Employee Organization: Fire Chief

2.4. Conference with Legal Counsel: Anticipated Litigation- Government Code Section 54956.9(d)(2)- One (1) Matter.

3. RECONVENE THE OPEN SESSION

- 3.1. Call the meeting to order.

4. CONSENT AGENDA

The matters listed under the Consent Agenda will be acted upon by one motion affirming the action recommended. There will be no separate discussion on items unless members of the Board, staff or the public request removal of the item for separate action.

4.1. [Approve Meeting Minutes of the Regular meeting of May 28, 2024 and Special meeting of June 25, 2024.](#)

4.2. [Approve Monthly Financial Report for May 2024. \(General Fund Reconciliation, Payroll Summary, Accounts Payable\)](#)

4.3. [Approve Board Policy 2024-03 Drug and Alcohol Policy and Testing Procedure Policy and rescind Board Policy 2018-04.](#)

5. PUBLIC COMMENT

*The public may address the District Board concerning any item **not** on the Board's agenda but within the subject matter jurisdiction of the Board. Speakers will be limited to three minutes unless otherwise specified by the President of the Board. There can be no deliberation or action on items not on the agenda. The Board may refer a matter to staff or schedule discussion for a future meeting.*

6. PUBLIC HEARING

The public may address the District Board concerning this agenda item. Speakers will be limited to three minutes unless otherwise specified by the President of the Board.

6.1. [Public hearing regarding the adoption of the Final Budget for fiscal year 2024/2025.](#)

Open the public hearing and accept comments from the public regarding the proposed Final Budget for fiscal year 2024/2025. Close public hearing. Adopt Resolution 2024-22, approving the Final Budget for fiscal year 2024/25.

6.2. [Public hearing regarding the annual updating of the Fire District's Fee Schedule, establishing the Unit of Cost and the Current Rate for fiscal year 2024/2025.](#)

Open the public and accept comments from the public regarding the proposed Unit of Cost and the proposed District Fee schedule for fiscal year 2024/2025. Close public hearing.

1. [Adopt Resolution 2024-23 establishing the Unit of Cost Calculation and the Unit of Cost for fiscal year 2024/2025.](#)
2. [Adopt Resolution 2024-24 establishing the Current Rate for the District's Fee Schedule for fiscal year 2024/2025.](#)

7. REGULAR AGENDA

7.1. [Commercial Cannabis Tax Initiative](#)

1. Receive report, discuss, and provide direction to staff to prepare the necessary documents for the Monterey County Elections Department to place the citizen's initiative to repeal the Fire District Commercial Cannabis Business Tax on the November 5, 2024 ballot.
2. Adopt Resolution 2024-27 ordering the election, requesting County Elections to conduct the election, and requesting consolidation of the election for the Monterey County Regional Fire Protection District.
3. Direct the Fire Chief to engage SCI Consulting Group for support services for factual initiative measure impacts and analysis in an amount not to exceed \$20,000.00 and maintain the optional services for direct mail support.

7.2. [Fire Chief contract](#)

Receive report, discuss, and adopt Resolution 2024-25 approving the employment agreement between the Monterey County Regional Fire Protection District and David J. Sargenti.

7.3. [Publicly available pay schedule](#)

Receive report, discuss and approve the updated publicly available pay schedule to incorporate the change in pay for all employee classifications.

7.4. [California Senate Bill 1205 compliance](#)

Receive report, discuss, and adopt Resolution 2024-26 acknowledging receipt of a report made by the Fire Chief of the Monterey County Regional Fire Protection District regarding the inspection of certain occupancies

required to perform annual inspections in such occupancies pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code.

7.5. Federal Excess Personal Property (FEPP) Cooperative Agreement

Receive report, discuss, and adopt Resolution 2024-28 authorizing application for the Federal Excess Personal Property program and direct the Fire Chief to prepare and submit the necessary documents for the Federal Excess Personal Property program application.

8. LABOR REPORTS

8.1. Local 2606

8.2. Administration Unit

9. CHIEF REPORT

9.1. EMS and Safety- Chief Reyes

9.2. Operations- Chief Ulwelling

9.3. Human Resources- Human Resource Officer Arreguin

9.4. Finance- Finance Officer Renwick

10. FUTURE AGENDA ITEMS

11. ADJOURNMENT

ADA COMPLIANCE

In compliance with the American Disabilities Act (ADA), disabled individuals requiring special accommodations to access, attend, or participate in District Board meetings, should contact the District Administrative Office, (831) 455-1828. To ensure that your request is granted please notify this office at least one business day prior to the scheduled public meeting.

In Compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at 19900 Portola Drive, Salinas, California 93908 or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the District during normal business hours.

Certification

I, Karry Kuntz, hereby certify that this agenda in its entirety was posted at least (72) hours prior to the July 30, 2024 Regular Meeting of the District Board of Directors at the District Administrative Offices, 19900 Portola Dr Salinas, CA 93908 and electronic posting on our website www.MCRFD.org

Karry Kuntz
Karry Kuntz, Clerk of the Board

Date July 25, 2024

**Monterey County Regional Fire District
BOARD OF DIRECTORS Minutes
Regular Meeting May 28, 2024
4:00 p.m.**

MEETING LOCATION: Administration Offices, 19900 Portola Drive, Salinas, California 93908

1. CALL TO ORDER

The Regular Meeting of the Board of Directors of the Monterey County Regional Fire District was called in order by Director Dahle at 4:00pm

1.1. Pledge of Allegiance-Led by Director Lindley

1.2. Roll call of Directors

Members Present: Dahle, Lindley, Hollingsworth, and new Director Brent Buche
Members Absent: Slaten

2. CLOSED SESSION – 4:01pm

2.1. Public Comment

There was no one from the public present and no comment made.

2.2. Conference with Labor Negotiator- Government Code Section 54957.6

Agency Designated Representative: Lisa Charbonneau

Employee Organization: Local 2606, International Association of Firefighters IAFF

3. RECONVENE THE OPEN SESSION

3.1. Call the meeting to order. – 4:45pm

4. CONSENT AGENDA

The matters listed under the Consent Agenda will be acted upon by one motion affirming the action recommended. There will be no separate discussion on items unless members of the Board, staff or the public request removal of the item for separate action.

4.1. Approve Meeting Minutes of the Regular meeting of March 26, 2024.

4.2. Approve Monthly Financial Report for March and April 2024. (General Fund Reconciliation, Payroll Summary, Accounts Payable)

4.3. Update Job Description for Division Chief

Motioned by Director Hollingsworth, seconded by Director Buche to approve the consent agenda items.

Motion carried with a unanimous vote.
Ayes: Dahle, Lindley, Hollingsworth, Buche
Noes: None Absent: Slaten

5. PUBLIC COMMENT

There was no one from the public present and no comment made.

6. REGULAR AGENDA

6.1. Annual levy of District Special Taxes including Carmel Valley Ambulance Tax Secured, Carmel Valley Ambulance Tax Unsecured, and East Garrison Special Tax.

- Adopt Resolution 2024-14 Certifying compliance with State Law with respect to the levying of the Carmel Valley Ambulance Special Tax for secured properties.
- Adopt Resolution 2024-15 Certifying compliance with State Law with respect to the levying of the Carmel Valley Ambulance Special Tax for unsecured properties.
- Adopt Resolution 2024-16 Certifying compliance with State Law with respect to the levying of the East Garrison Special Tax.

Motioned by Director Lindley, seconded by Director Buche to adopt:

Resolution 2024-14 Certifying compliance with State Law with respect to the levying of the Carmel Valley Ambulance Special Tax for secured properties.

Resolution 2024-15 Certifying compliance with State Law with respect to the levying of the Carmel Valley Ambulance Special Tax for unsecured properties.

Resolution 2024-16 Certifying compliance with State Law with respect to the levying of the East Garrison Special Tax.

Motion carried with a unanimous vote.
Ayes: Dahle, Lindley, Hollingsworth, Buche
Noes: None Absent: Slaten

6.2. Tax Anticipation Loan for fiscal year 2024/2025.

Receive report, discuss, and adopt Resolution 2023-17 Requesting a Tax Anticipation Loan for fiscal year 2024/2025.

Motioned by Director Buche, seconded by Director Hollingsworth to adopt Resolution 2023-17 Requesting a Tax Anticipation Loan for fiscal year 2024/2025.

Motion carried with a unanimous vote.
Ayes: Dahle, Lindley, Hollingsworth, Buche
Noes: None Absent: Slaten

6.3. Establishing the Appropriations Limit for fiscal year 2024/2025.

Receive report, discuss, and adopt Resolution 2024-18 Establishing the Fire Districts Appropriations Limit for fiscal year 2024-2025 under article XIII-B of the California Constitution and establishing the period for contesting such limit.

Motioned by Director Buche, seconded by Director Hollingsworth to adopt Resolution 2024-18 Establishing the Fire Districts Appropriations Limit for fiscal year 2024-2025 under article XIII-B of the California Constitution and establishing the period for contesting such limit.

Motion carried with a unanimous vote.

Ayes: Dahle, Lindley, Hollingsworth, Buche

Noes: None Absent: Slaten

6.4. Preliminary Budget for fiscal year 2024/2025.

Receive report, discuss and adopt the Preliminary Budget for fiscal year 2024/2025 and direct the Fire Chief to notice the July 30 Board meeting for adoption of the 2024/2025 final budget.

Motioned by Director Lindley, seconded by Director Hollingsworth to adopt the Preliminary Budget for fiscal year 2024/2025 and direct the Fire Chief to notice the July 30 Board meeting for adoption of the 2024/2025 final budget.

Motion carried with a unanimous vote.

Ayes: Dahle, Lindley, Hollingsworth, Buche

Noes: None Absent: Slaten

6.5. Proposal for the retention of Clifton Larson Allen LLP for the Fire District's annual audit.

Receive report, discuss and direct the Fire Chief to execute the necessary documents to employ Clifton Larson Allen LLP for the Fire District's 2023/2024 fiscal audit.

Motioned by Director Hollingsworth, seconded by Director Buche to direct the Fire Chief to execute the necessary documents to employ Clifton Larson Allen LLP for the Fire District's 2023/2024 fiscal audit.

Motion carried with a unanimous vote.

Ayes: Dahle, Lindley, Hollingsworth, Buche

Noes: None Absent: Slaten

6.6. Surplus Amkus hydraulic rescue tools

Approve Resolution 2024-19 authorizing the surplus of the Amkus hydraulic rescue tools.

Motioned by Director Buche, seconded by Director Hollingsworth to approve Resolution 2024-19 authorizing the surplus of the Amkus hydraulic rescue tools.

Motion passed with a unanimous vote.
Ayes: Dahle, Lindley, Hollingsworth, Buche
Noes: None Absent: Slaten

6.7. District Revenue--SLP tax transfer proposal
Review, discuss and file report.

Motioned by Director Buche, seconded by Director Dahle to file report

7. LABOR REPORTS

7.1. Local 2606

Justin Conneau, the new President of the Local 2606, welcomed the members of the Board. He mentioned some of the biggest challenges in the last couple of months; the on boarding and start of the latest 11 new hires academy and the several special events in the District that put a burden on staffing. He encourages the Board to visit the stations. The local is looking forward to completing the MOU negotiations.

7.2. Administration Unit

Eric Ulwelling had nothing to report.

8. CHIEF REPORT

8.1. EMS and Safety- Chief Reyes

8.2. Fire Prevention and Fleet- Chief Anderson

8.3. Training and US&R- Chief Linquist

8.4. Operations- Chief Ulwelling

8.5. Human Resources- Human Resource Officer Arreguin

8.6. Finance- Finance Officer Renwick

General updates provided by the Chief Officers & Human Resources on their responsibility areas. No action required.

9. FUTURE AGENDA ITEMS

There are no future agenda items.

10. ADJOURNMENT

Motioned by Director Buche, seconded by Director Lindley to adjourn the meeting at 5:24pm.

Motion passed with a unanimous vote.
Ayes: Dahle, Lindley, Hollingsworth, Buche
Noes: None Absent: Slaten

Aimee Dahle, President

Jim Slaten, Secretary

**Monterey County Regional Fire District
BOARD OF DIRECTORS Minutes
Special Meeting June 25, 2024
2:00 p.m.**

MEETING LOCATION: Administration Offices, 19900 Portola Drive, Salinas, California
93908

1. CALL TO ORDER

The Special Meeting of the Board of Directors of the Monterey County Regional Fire District was called in order by Director Dahle at 2:00pm

1.1. Pledge of Allegiance-Led by Director Buche

1.2. Roll call of Directors

Members Present: Dahle, Lindley, Buche

Members Absent: Slaten, Hollingsworth

2. PUBLIC COMMENT

There was no one from the public present and no comment made.

3. REGULAR AGENDA

3.1. Local 2606 Memorandum of Understanding

Receive report, discuss, and direct the President of the Board to execute the Memorandum of Understanding between the Monterey County Regional Fire Protection District and the Monterey County Regional Fire Protection District Fire Fighters Association, International Association of Fire Fighters, Local 2606.

Motioned by Director Buche, seconded by Director Lindley to direct the President of the Board to execute the Memorandum of Understanding between the Monterey County Regional Fire Protection District and the Monterey County Regional Fire Protection District Fire Fighters Association, International Association of Fire Fighters, Local 2606.

Motion carried with a unanimous vote.

Ayes: Dahle, Lindley, Buche

Noes: None Absent: Slaten, Hollingsworth

3.2. Industrial Disability Retirement determination of Matthew Weed

Receive report, discuss and adopt Resolution 2024-20 determining the industrial disability of employee Matthew Weed.

Motioned by Director Buche, seconded by Director Lindley to adopt Resolution 2024-20 determining the industrial disability of employee Matthew Weed.

Motion carried with a unanimous vote.

Ayes: Dahle, Lindley, Buche

Noes: None Absent: Slaten, Hollingsworth

3.3. Delegation of authority for CALPERS disability retirements

Receive report, discuss, and adopt Resolution 2024-21 approving the delegation of authority to the Fire Chief to make determinations of disability on behalf of the District under Government Code sections 21152(c), 21156, and 21173 and whether such disability is industrial, and to certify such determinations and all other necessary information to the California Public Employees' Retirement System.

There were no public comments on this item.

Director Buche started some discussion, regarding the Fire Chief having the sole authority to make the determination. Director Buche mentioned he thought it would be important to include the HR Officer and possibly the Local's Union President when making this decision. He also asked, when making the decision to retire this way, does the employee need to hire an attorney? It was answered that they do not, that part of their union benefits includes representation. Having his questions answered, Director Buche felt fine with his decision to approve this item.

Motioned by Director Buche, seconded by Director Lindley to adopt Resolution 2024-21 approving the delegation of authority to the Fire Chief to make determinations of disability on behalf of the District under Government Code sections 21152(c), 21156, and 21173 and whether such disability is industrial, and to certify such determinations and all other necessary information to the California Public Employees' Retirement System.

Motion carried with a unanimous vote.

Ayes: Dahle, Lindley, Buche

Noes: None Absent: Slaten, Hollingsworth

4. ADJOURNMENT

Motioned by Director Lindley, seconded by Director Buche to adjourn the meeting at 2:20pm.

Aimee Dahle, President

Jim Slaten, Secretary

FUNDS RECONCILIATION

MAY 2024

Beginning Funds Balance 1006	\$	1,288,269.03
Beginning Funds Balance 1007	\$	-
Beginning Funds Balance 1010	\$	7,310,431.10
	\$	<u>8,598,700.13</u>
Revenue Received this Month (Acct. 1010)	\$	435,676.50
Deposits (Accts. 1006 & 1007)	\$	245,723.29
Mitigation Fees Received this Month (Acct. 1006 & 1010)	\$	<u>17,562.81</u>
Total Fund Balance this Month	\$	9,297,662.73
Repay 1/2 dry period loan	\$	-
Expenses this Month (Acct. 1010)	\$	-
Expenses this Month (Acct. 1006)	\$	<u>(1,470,128.48)</u>
Total Cash on Hand	\$	7,827,534.25
Internal Ending Funds Balance 1006	\$	1,563,863.84
Internal Ending Funds Balance 1007	\$	-
Internal Ending Funds Balance 1010	\$	<u>6,263,670.51</u>
Total Funds Balance	\$	7,827,534.35
Petty Cash:		
Petty Cash this Month	\$	-
Petty Cash Year to Date	\$	-

QuickBooks Payroll Services

Sent: 05/07/2024

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:	
Direct Deposit	\$276952.93

Total payment	\$276952.93

to be withdrawn from 1st Capital Bank - Main 2257.

Payroll Run Summary for 05/09/2024:

Paychecks	Direct Deposit
Total	276,952.93
DD13440 Airada, Alejandro C.	7,041.34
DD13441 ALLEN, ANTHONY S	2,536.43
DD13442 ALVERNAZ, HAYDEN D	3,966.04
DD13443 ANDERSON, SCOTT A	5,029.25
DD13444 ARREGUIN, MARISELA	3,023.73
DD13445 Babione, Scott R	4,225.58
DD13446 BODNAR, GREGORY J	4,957.94
DD13447 CABRERA GUILLEN, JUAN CARLOS	3,217.74
DD13448 CAMPBELL, CAITLIN M	3,413.63
DD13449 CAMPBELL, THOMAS	6,848.99
DD13450 Casarez, Martin A.	4,462.14
DD13451 CATHEY, BROOKS H	4,811.68
DD13452 CHAPMAN, DEAN R	3,455.80
DD13453 CONNEAU, JUSTIN K	5,124.64
DD13454 CRADDOCK, DAVID J	6,862.53
DD13455 DACPANO, JEFF	5,859.43
DD13456 DICKSON, PETER J	5,588.55
DD13457 DRIVON, COREY D	4,012.13
DD13458 DURAN, JR., ALFONSO	3,360.16
DD13459 FERRANTE, DOMINIC J	3,036.94
DD13460 FRIEDMAN, NOAH L	3,419.74
DD13461 FROST, JONATHAN B	3,288.89
DD13462 FUSS, SKYLER S	2,793.76
DD13463 GALLARDO, JESSE R	3,993.61
DD13464 Gillenwater, Randy J.	4,758.98
DD13465 GRUVER, WILLIAM E	4,831.83
DD13466 HANZELKA, ERIC	5,177.19
DD13467 HAUT, RAMON	3,560.81
DD13468 HERNANDEZ, MARIO E	5,383.76
DD13469 HINKLE, CHRISTOPHER D	2,865.53
DD13470 HIPSLEY, MARC A	3,846.97
DD13471 JIMENEZ, MARTIN R	3,064.34
DD13472 KEISLING, JUSTIN	6,558.14
DD13473 KNEELAND, WILLIAM M	3,823.62
DD13474 KUNTZ, KARRY K	2,632.97
DD13475 LEWIS, ADAM N	3,397.89
DD13476 LINQUIST, JUSTIN R	5,162.69
DD13477 LUMADUE, MATTHEW J	2,825.03
DD13478 MAGNO JR., RICHARD A	2,934.53
DD13479 MALLOBOX, JOSHUA D	3,789.74
DD13480 MCDERMOTT, JAMES R	2,264.34

QuickBooks Payroll Services

Sent: 05/07/2024

Subject: Details of Funds to be Withdrawn

DD13481	MEEKS, JAMES W	3,376.14
DD13482	MENDOZA, JULIAN	2,343.00
DD13483	MEYENBERG, JUSTIN J	4,300.58
DD13484	MILLER, MARC J	4,367.47
DD13485	OLIVARES, BRANDON T	4,824.04
DD13486	OWEN, KEATON M	2,852.38
DD13487	QUIROZ, HERIBERTO	5,320.56
DD13488	RENWICK, WENDY L	2,454.09
DD13489	REYES, JUSTIN S	6,334.62
DD13490	ROBERTS, MICHAEL C	5,661.90
DD13491	SANCHEZ, EDWIN	2,570.45
DD13492	SARGENTI, DAVID J	7,934.14
DD13493	SILVA, ALFREDO C	4,470.80
DD13494	SILVA, MARC W.	4,752.36
DD13495	SIMS, LARRY D	4,872.28
DD13496	Terry, Josh .	5,312.86
DD13497	TOOMEY, MARK A.	5,472.53
DD13498	TRUJILLO, ANTHONY C	2,271.50
DD13499	ULWELLING, ERIC N	5,588.88
DD13500	URIBE, WYATT N	5,311.02
DD13501	WARREN, MATHEW B	3,828.04
DD13502	WEED, MATTHEW S	4,335.59
DD13503	Wenger, Daren T.	4,040.36
DD13504	YOUNG, JOHN H	3,148.31

QuickBooks Payroll Services

Sent: 05/21/2024

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:	
Direct Deposit	\$300491.76

Total payment	\$300491.76

to be withdrawn from 1st Capital Bank - Main 2257.

Payroll Run Summary for 05/23/2024:

Paychecks	Direct Deposit
Total	300,491.76
DD13505 Airada, Alejandro C.	5,698.63
DD13506 ALLEN, ANTHONY S	2,480.14
DD13507 ALVERNAZ, HAYDEN D	4,169.22
DD13508 ANDERSON, SCOTT A	5,029.24
DD13509 ARREGUIN, MARISELA	3,012.73
DD13510 Babione, Scott R	7,311.70
DD13511 BODNAR, GREGORY J	3,482.88
DD13512 BROWN, CHANDLER J	2,384.54
DD13513 CABRERA GUILLEN, JUAN CARLOS	3,217.75
DD13514 CAMPBELL, CAITLIN M	2,767.21
DD13515 CAMPBELL, THOMAS	3,808.46
DD13516 Casarez, Martin A.	5,848.34
DD13517 CATHEY, BROOKS H	4,400.88
DD13518 CHAPMAN, DEAN R	3,727.99
DD13519 CONNEAU, JUSTIN K	5,842.91
DD13520 CRADDOCK, DAVID J	5,310.10
DD13521 CRAMTON, MITCHELL J	2,725.92
DD13522 DACPANO, JEFF	4,910.56
DD13523 DICKSON, PETER J	6,545.66
DD13524 DRIVON, COREY D	4,099.33
DD13525 DURAN, JR., ALFONSO	3,695.41
DD13526 FERRANTE, DOMINIC J	3,036.93
DD13527 FRIEDMAN, NOAH L	3,044.98
DD13528 FROST, JONATHAN B	4,780.80
DD13529 FUSS, SKYLER S	2,793.76
DD13530 GALLARDO, JESSE R	3,890.15
DD13531 Gillenwater, Randy J.	5,495.07
DD13532 GRUVER, WILLIAM E	5,605.21
DD13533 HAMPTON, II, CHRISTIAN K	2,431.92
DD13534 HANZELKA, ERIC	6,036.66
DD13535 HAUT, RAMON	2,377.38
DD13536 HERNANDEZ, MARIO E	5,641.41
DD13537 HINKLE, CHRISTOPHER D	2,865.52
DD13538 HIPSLEY, MARC A	5,021.48
DD13539 JIMENEZ, MARTIN R	3,097.28
DD13540 KEISLING, JUSTIN	5,314.57
DD13541 KNEELAND, WILLIAM M	4,334.51
DD13542 KUNTZ, KARRY K	2,632.97
DD13543 LEWIS, ADAM N	3,397.90
DD13544 LINCOLN, THANE A	2,384.54
DD13545 LINQUIST, JUSTIN R	4,896.95

QuickBooks Payroll Services

Sent: 05/21/2024

Subject: Details of Funds to be Withdrawn

DD13546	LUMADUE, MATTHEW J	2,825.02
DD13547	MAGNO JR., RICHARD A	2,934.53
DD13548	MALLOBOX, JOSHUA D	2,908.19
DD13549	MARES, ROBERT O	2,480.14
DD13550	MCDERMOTT, JAMES R	2,264.35
DD13551	MEDINA, JR, STEFAN J	2,412.55
DD13552	MEEKS, JAMES W	3,263.76
DD13553	MENDOZA, JULIAN	2,134.86
DD13554	MEYENBERG, JUSTIN J	5,452.27
DD13555	MILLER, MARC J	3,381.50
DD13556	MUNOZ, ISAAC L	2,404.58
DD13557	OLIVARES, BRANDON T	4,443.31
DD13558	OSTARELLO, MATTHEW J	2,480.14
DD13559	OWEN, KEATON M	2,795.95
DD13560	PEEBLES, CHEYENNE C	2,431.92
DD13561	QUEZADAS, GIOVANNI	2,462.35
DD13562	QUIROZ, HERIBERTO	4,240.99
DD13563	RENWICK, WENDY L	2,819.33
DD13564	REYES, JUSTIN S	4,470.67
DD13565	ROBERTS, MICHAEL C	4,328.99
DD13566	RODRIGUEZ, ROBERT M	2,462.35
DD13567	SANCHEZ, EDWIN	2,824.54
DD13568	SARGENTI, DAVID J	6,041.33
DD13569	SILVA, ALFREDO C	4,165.55
DD13570	SILVA, MARC W.	4,380.65
DD13571	SIMS, LARRY D	4,914.27
DD13572	Terry, Josh .	5,422.82
DD13573	TOOMEY, MARK A.	5,472.54
DD13574	TRUJILLO, ANTHONY C	2,590.19
DD13575	ULWELLING, ERIC N	7,381.93
DD13576	URIBE, WYATT N	6,739.00
DD13577	WARREN, MATHEW B	3,828.03
DD13578	WEED, MATTHEW S	4,335.60
DD13579	Wenger, Daren T.	4,040.35
DD13580	YOUNG, JOHN H	3,407.62

Monterey County Regional Fire District
Transactions by Bank Account
As of May 31, 2024

07/25/24

Date	Num	Name	Memo	Amount	Balance
1006 - 1st Capital Bank - Main 2257					1,288,269.03
05/01/2024	48402	911 Safety Equipment LLC	PPE rental for new hires	-6,542.00	1,281,727.03
05/01/2024	48403	All Star Fire Equipment, Inc.		-525.82	1,281,201.21
05/01/2024	48404	AT&T (CalNet)		-550.30	1,280,650.91
05/01/2024	48405	AT&T MOBILITY	Acct #287267998050	-103.24	1,280,547.67
05/01/2024	48406	Bound Tree Medical		-4,062.79	1,276,484.88
05/01/2024	48407	C.A.P.F.		-1,888.00	1,274,596.88
05/01/2024	48408	Carmel Fire Protection Associates		-1,500.00	1,273,096.88
05/01/2024	48409	Carmel Valley Coffee Roasting		-215.50	1,272,881.38
05/01/2024	48410	COMCAST		-89.00	1,272,792.38
05/01/2024	48411	Kind Books		-2,343.75	1,270,448.63
05/01/2024	48412	Emblem Enterprises, Inc.	Cust # 10500	-1,918.85	1,268,529.78
05/01/2024	48413	Justin Meyenberg	Reimb- Home Depot: J. Meyenberg	-127.11	1,268,402.67
05/01/2024	48414	L.N. Curtis & Sons		-1,590.25	1,266,812.42
05/01/2024	48415	Marina Coast Water District		-1,256.89	1,265,555.53
05/01/2024	48416	Marisela. Arreguin		-492.48	1,265,063.05
05/01/2024	48417	MedPro Disposal, LLC	19983	-261.32	1,264,801.73
05/01/2024	48418	Peninsula Hydronics, Inc.		-1,196.07	1,263,605.66
05/01/2024	48419	Scudder Solar Energy Systems		-17,532.80	1,246,072.86
05/01/2024	48420	SKYLER FUSS	Reimb- S-290 Inter Fire Behavior	-425.00	1,245,647.86
05/01/2024	48421	Smile Business Products, Inc.	Acct #5964724-TC	-190.05	1,245,457.81
05/01/2024	48422	Telco Business Solutions	Cust ID: 15159	-118.94	1,245,338.87
05/01/2024	48423	VERIZON WIRELESS.	970574389-00005	-382.57	1,244,956.30
05/01/2024	48424	Vortex Industries, LLC	Cust# 421191	-1,160.00	1,243,796.30
05/01/2024	48425	William Gruver		-77.00	1,243,719.30
05/01/2024	48426	Wittman Enterprises, LLC	March 2024	-5,122.71	1,238,596.59
05/01/2024	48427	AMAZON CAPITAL SERVICES	A1BSA7JOSWO7KJ	-3,356.49	1,235,240.10
05/01/2024	48428	Vision Service Plan	30 017089 0001	-1,678.75	1,233,561.35
05/02/2024	2448	MISC CUSTOMERS		190.00	1,233,751.35
05/03/2024	Stripe	VULTAGGIO	Stripe	3,058.62	1,236,809.97
05/06/2024	48429	All American Mailing, Inc.		-2,733.02	1,234,076.95
05/06/2024	Stripe	MERRIT/SALYER- DE LOS HE...	Stripe	225.00	1,234,301.95
05/08/2024		QuickBooks Payroll Service	Created by Payroll Service on 05/...	-276,952.93	957,349.02
05/09/2024	DD13440	Airada, Alejandro C.	Direct Deposit	0.00	957,349.02
05/09/2024	DD13441	ALLEN, ANTHONY S	Direct Deposit	0.00	957,349.02
05/09/2024	DD13442	ALVERNAZ, HAYDEN D	Direct Deposit	0.00	957,349.02
05/09/2024	DD13443	ANDERSON, SCOTT A	Direct Deposit	0.00	957,349.02
05/09/2024	DD13444	ARREGUIN, MARISELA	Direct Deposit	0.00	957,349.02
05/09/2024	DD13445	Babione, Scott R	Direct Deposit	0.00	957,349.02
05/09/2024	DD13446	BODNAR, GREGORY J	Direct Deposit	0.00	957,349.02
05/09/2024	DD13447	CABRERA GUILLEN, JUAN C...	Direct Deposit	0.00	957,349.02
05/09/2024	DD13448	CAMPBELL, CAITLIN M	Direct Deposit	0.00	957,349.02
05/09/2024	DD13449	CAMPBELL, THOMAS	Direct Deposit	0.00	957,349.02
05/09/2024	DD13450	Casarez, Martin A.	Direct Deposit	0.00	957,349.02
05/09/2024	DD13451	CATHEY, BROOKS H	Direct Deposit	0.00	957,349.02
05/09/2024	DD13452	CHAPMAN, DEAN R	Direct Deposit	0.00	957,349.02
05/09/2024	DD13453	CONNEAU, JUSTIN K	Direct Deposit	0.00	957,349.02
05/09/2024	DD13454	CRADDOCK, DAVID J	Direct Deposit	0.00	957,349.02
05/09/2024	DD13455	DACPANO, JEFF	Direct Deposit	0.00	957,349.02
05/09/2024	DD13456	DICKSON, PETER J	Direct Deposit	0.00	957,349.02
05/09/2024	DD13457	DRIVON, COREY D	Direct Deposit	0.00	957,349.02
05/09/2024	DD13458	DURAN, JR., ALFONSO	Direct Deposit	0.00	957,349.02
05/09/2024	DD13459	FERRANTE, DOMINIC J	Direct Deposit	0.00	957,349.02
05/09/2024	DD13460	FRIEDMAN, NOAH L	Direct Deposit	0.00	957,349.02
05/09/2024	DD13461	FROST, JONATHAN B	Direct Deposit	0.00	957,349.02
05/09/2024	DD13462	FUSS, SKYLER S	Direct Deposit	0.00	957,349.02
05/09/2024	DD13463	GALLARDO, JESSE R	Direct Deposit	0.00	957,349.02
05/09/2024	DD13464	Gillenwater, Randy J.	Direct Deposit	0.00	957,349.02
05/09/2024	DD13465	GRUVER, WILLIAM E	Direct Deposit	0.00	957,349.02
05/09/2024	DD13466	HANZELKA, ERIC	Direct Deposit	0.00	957,349.02
05/09/2024	DD13467	HAUT, RAMON	Direct Deposit	0.00	957,349.02
05/09/2024	DD13468	HERNANDEZ, MARIO E	Direct Deposit	0.00	957,349.02
05/09/2024	DD13469	HINKLE, CHRISTOPHER D	Direct Deposit	0.00	957,349.02
05/09/2024	DD13470	HIPSLEY, MARC A	Direct Deposit	0.00	957,349.02
05/09/2024	DD13471	JIMENEZ, MARTIN R	Direct Deposit	0.00	957,349.02
05/09/2024	DD13472	KEISLING, JUSTIN	Direct Deposit	0.00	957,349.02
05/09/2024	DD13473	KNEELAND, WILLIAM M	Direct Deposit	0.00	957,349.02

Monterey County Regional Fire District
Transactions by Bank Account
As of May 31, 2024

07/25/24

Date	Num	Name	Memo	Amount	Balance
05/09/2024	DD13474	KUNTZ, KARRY K	Direct Deposit	0.00	957,349.02
05/09/2024	DD13475	LEWIS, ADAM N	Direct Deposit	0.00	957,349.02
05/09/2024	DD13476	LINQUIST, JUSTIN R	Direct Deposit	0.00	957,349.02
05/09/2024	DD13477	LUMADUE, MATTHEW J	Direct Deposit	0.00	957,349.02
05/09/2024	DD13478	MAGNO JR., RICHARD A	Direct Deposit	0.00	957,349.02
05/09/2024	DD13479	MALLOBOX, JOSHUA D	Direct Deposit	0.00	957,349.02
05/09/2024	DD13480	MCDERMOTT, JAMES R	Direct Deposit	0.00	957,349.02
05/09/2024	DD13481	MEEKS, JAMES W	Direct Deposit	0.00	957,349.02
05/09/2024	DD13482	MENDOZA, JULIAN	Direct Deposit	0.00	957,349.02
05/09/2024	DD13483	MEYENBERG, JUSTIN J	Direct Deposit	0.00	957,349.02
05/09/2024	DD13484	MILLER, MARC J	Direct Deposit	0.00	957,349.02
05/09/2024	DD13485	OLIVARES, BRANDON T	Direct Deposit	0.00	957,349.02
05/09/2024	DD13486	OWEN, KEATON M	Direct Deposit	0.00	957,349.02
05/09/2024	DD13487	QUIROZ, HERIBERTO	Direct Deposit	0.00	957,349.02
05/09/2024	DD13488	RENWICK, WENDY L	Direct Deposit	0.00	957,349.02
05/09/2024	DD13489	REYES, JUSTIN S	Direct Deposit	0.00	957,349.02
05/09/2024	DD13490	ROBERTS, MICHAEL C	Direct Deposit	0.00	957,349.02
05/09/2024	DD13491	SANCHEZ, EDWIN	Direct Deposit	0.00	957,349.02
05/09/2024	DD13492	SARGENTI, DAVID J	Direct Deposit	0.00	957,349.02
05/09/2024	DD13493	SILVA, ALFREDO C	Direct Deposit	0.00	957,349.02
05/09/2024	DD13494	SILVA, MARC W.	Direct Deposit	0.00	957,349.02
05/09/2024	DD13495	SIMS, LARRY D	Direct Deposit	0.00	957,349.02
05/09/2024	DD13496	Terry, Josh .	Direct Deposit	0.00	957,349.02
05/09/2024	DD13497	TOOMEY, MARK A.	Direct Deposit	0.00	957,349.02
05/09/2024	DD13498	TRUJILLO, ANTHONY C	Direct Deposit	0.00	957,349.02
05/09/2024	DD13499	ULWELLING, ERIC N	Direct Deposit	0.00	957,349.02
05/09/2024	DD13500	URIBE, WYATT N	Direct Deposit	0.00	957,349.02
05/09/2024	DD13501	WARREN, MATHEW B	Direct Deposit	0.00	957,349.02
05/09/2024	DD13502	WEED, MATTHEW S	Direct Deposit	0.00	957,349.02
05/09/2024	DD13503	Wenger, Daren T.	Direct Deposit	0.00	957,349.02
05/09/2024	DD13504	YOUNG, JOHN H	Direct Deposit	0.00	957,349.02
05/09/2024	EFT	EFTPS	94-6001184	-66,918.86	890,430.16
05/09/2024	EFT	Employment Development Depa...	698-1507-4	-22,947.50	867,482.66
05/09/2024	48430	Monterey County Sheriff's Office	Case#19CV000057, File#202406...	-600.85	866,881.81
05/09/2024	48431	VOYA Institutional Trust Co.	VK7065	-19,453.51	847,428.30
05/09/2024	48432	All Safe Integrated Systems		-450.00	846,978.30
05/09/2024	48433	All Star Fire Equipment, Inc.		-1,547.29	845,431.01
05/09/2024	48434	Bauer Compressors, Inc.	007522	-3,490.49	841,940.52
05/09/2024	48435	California Utilities Service	Acct #3433500	-170.34	841,770.18
05/09/2024	48436	California Water Service Co.	0285266666	-228.04	841,542.14
05/09/2024	48437	David Sargenti	Reimb- Display Frames	-63.34	841,478.80
05/09/2024	48438	DCS Testing & Equipment, Inc.		-8,371.35	833,107.45
05/09/2024	48439	Edges Electrical Group		-2,326.78	830,780.67
05/09/2024	48440	Kind Books		-3,281.25	827,499.42
05/09/2024	48441	FAIRA		-35.50	827,463.92
05/09/2024	48442	FasTrak (remit to 26879)	CA 1465372	-7.00	827,456.92
05/09/2024	48443	Golden State Truck & Trailer Re...		-4,684.71	822,772.21
05/09/2024	48444	Herald, The	Acct# 2140609	-333.00	822,439.21
05/09/2024	48445	L.N. Curtis & Sons		-1,803.03	820,636.18
05/09/2024	48446	Marisela. Arreguin	Reimb- Amazon	-15.07	820,621.11
05/09/2024	48447	Mark Toomey	Reimb. WC mileage	-188.94	820,432.17
05/09/2024	48448	Matthew Lumadue	Reimburse- Donuts Open House ...	-76.00	820,356.17
05/09/2024	48449	Monterey One Water (MRWPCA)	33-000198	-62.07	820,294.10
05/09/2024	48450	Peninsula Welding & Medical S...		-296.59	819,997.51
05/09/2024	48451	PORAC (SAM)	Member ID# 300421	-30.00	819,967.51
05/09/2024	48452	Pure Water Bottling Company		-336.50	819,631.01
05/09/2024	48453	Scudder Solar Energy Systems		-22,611.80	797,019.21
05/09/2024	48454	Toro Petroleum Corp.	Acct #0100287	-12,069.18	784,950.03
05/09/2024	48455	Tynan Backflow Testing		-295.00	784,655.03
05/09/2024	48456	US BANK-MN (Remit to 9690)	Account # 159706000	-2,915.00	781,740.03
05/09/2024	48457	Valley Saw & Garden Equipment	Cust #108349	-12.00	781,728.03
05/09/2024	48458	Vortex Industries, LLC	Cust# 421191	-3,114.44	778,613.59
05/09/2024	48459	U.S. BANK-Cal Card	4246 0445 5565 2902	-10,416.48	768,197.11
05/14/2024			Funds Transfer	4,822.02	773,019.13
05/15/2024	48460	Air Exchange, Inc.		-4,253.17	768,765.96
05/15/2024	48461	Aromas Firefighters Association		-10.00	768,755.96
05/15/2024	48462	Bozzo's Carpet Service		-1,350.00	767,405.96

Monterey County Regional Fire District
Transactions by Bank Account
As of May 31, 2024

07/25/24

Date	Num	Name	Memo	Amount	Balance
05/15/2024	48463	Bryce Consulting, Inc.		-1,330.00	766,075.96
05/15/2024	48464	California American Water Co.		-995.76	765,080.20
05/15/2024	48465	County of Monterey IT Dept	Cust #840 Monterey County Regi...	-2,421.61	762,658.59
05/15/2024	48466	Edges Electrical Group		-3,074.64	759,583.95
05/15/2024	48467	Humana Insurance Co.	787328-01	-14,992.78	744,591.17
05/15/2024	48468	L.N. Curtis & Sons	Cust #C32838	-605.80	743,985.37
05/15/2024	48469	M.J. MURPHY LUMBER COM...		-32.91	743,952.46
05/15/2024	48470	MES (Municipal Emergency Ser...		-939.99	743,012.47
05/15/2024	48471	Mission Uniform Service	157033	-728.76	742,283.71
05/15/2024	48472	Santa Lucia Preserve	Member #744	-509.75	741,773.96
05/15/2024	48473	Stephanie Caldera Cleaning Ser...		-1,100.00	740,673.96
05/15/2024	48474	Waste Management		-597.91	740,076.05
05/22/2024		QuickBooks Payroll Service	Created by Payroll Service on 05/...	-300,491.76	439,584.29
05/23/2024	DD13505	Airada, Alejandro C.	Direct Deposit	0.00	439,584.29
05/23/2024	DD13506	ALLEN, ANTHONY S	Direct Deposit	0.00	439,584.29
05/23/2024	DD13507	ALVERNAZ, HAYDEN D	Direct Deposit	0.00	439,584.29
05/23/2024	DD13508	ANDERSON, SCOTT A	Direct Deposit	0.00	439,584.29
05/23/2024	DD13510	Babione, Scott R	Direct Deposit	0.00	439,584.29
05/23/2024	DD13511	BODNAR, GREGORY J	Direct Deposit	0.00	439,584.29
05/23/2024	DD13512	BROWN, CHANDLER J	Direct Deposit	0.00	439,584.29
05/23/2024	DD13513	CABRERA GUILLEN, JUAN C...	Direct Deposit	0.00	439,584.29
05/23/2024	DD13514	CAMPBELL, CAITLIN M	Direct Deposit	0.00	439,584.29
05/23/2024	DD13515	CAMPBELL, THOMAS	Direct Deposit	0.00	439,584.29
05/23/2024	DD13516	Casarez, Martin A.	Direct Deposit	0.00	439,584.29
05/23/2024	DD13517	CATHEY, BROOKS H	Direct Deposit	0.00	439,584.29
05/23/2024	DD13518	CHAPMAN, DEAN R	Direct Deposit	0.00	439,584.29
05/23/2024	DD13519	CONNEAU, JUSTIN K	Direct Deposit	0.00	439,584.29
05/23/2024	DD13520	CRADDOCK, DAVID J	Direct Deposit	0.00	439,584.29
05/23/2024	DD13521	CRAMTON, MITCHELL J	Direct Deposit	0.00	439,584.29
05/23/2024	DD13522	DACPANO, JEFF	Direct Deposit	0.00	439,584.29
05/23/2024	DD13523	DICKSON, PETER J	Direct Deposit	0.00	439,584.29
05/23/2024	DD13524	DRIVON, COREY D	Direct Deposit	0.00	439,584.29
05/23/2024	DD13525	DURAN, JR., ALFONSO	Direct Deposit	0.00	439,584.29
05/23/2024	DD13526	FERRANTE, DOMINIC J	Direct Deposit	0.00	439,584.29
05/23/2024	DD13527	FRIEDMAN, NOAH L	Direct Deposit	0.00	439,584.29
05/23/2024	DD13528	FROST, JONATHAN B	Direct Deposit	0.00	439,584.29
05/23/2024	DD13529	FUSS, SKYLER S	Direct Deposit	0.00	439,584.29
05/23/2024	DD13530	GALLARDO, JESSE R	Direct Deposit	0.00	439,584.29
05/23/2024	DD13531	Gillenwater, Randy J.	Direct Deposit	0.00	439,584.29
05/23/2024	DD13532	GRUVER, WILLIAM E	Direct Deposit	0.00	439,584.29
05/23/2024	DD13533	HAMPTON, II, CHRISTIAN K	Direct Deposit	0.00	439,584.29
05/23/2024	DD13534	HANZELKA, ERIC	Direct Deposit	0.00	439,584.29
05/23/2024	DD13535	HAUT, RAMON	Direct Deposit	0.00	439,584.29
05/23/2024	DD13536	HERNANDEZ, MARIO E	Direct Deposit	0.00	439,584.29
05/23/2024	DD13537	HINKLE, CHRISTOPHER D	Direct Deposit	0.00	439,584.29
05/23/2024	DD13538	HIPSLEY, MARC A	Direct Deposit	0.00	439,584.29
05/23/2024	DD13539	JIMENEZ, MARTIN R	Direct Deposit	0.00	439,584.29
05/23/2024	DD13540	KEISLING, JUSTIN	Direct Deposit	0.00	439,584.29
05/23/2024	DD13541	KNEELAND, WILLIAM M	Direct Deposit	0.00	439,584.29
05/23/2024	DD13542	KUNTZ, KARRY K	Direct Deposit	0.00	439,584.29
05/23/2024	DD13543	LEWIS, ADAM N	Direct Deposit	0.00	439,584.29
05/23/2024	DD13544	LINCOLN, THANE A	Direct Deposit	0.00	439,584.29
05/23/2024	DD13545	LINQUIST, JUSTIN R	Direct Deposit	0.00	439,584.29
05/23/2024	DD13546	LUMADUE, MATTHEW J	Direct Deposit	0.00	439,584.29
05/23/2024	DD13547	MAGNO JR., RICHARD A	Direct Deposit	0.00	439,584.29
05/23/2024	DD13548	MALLOBOX, JOSHUA D	Direct Deposit	0.00	439,584.29
05/23/2024	DD13549	MARES, ROBERT O	Direct Deposit	0.00	439,584.29
05/23/2024	DD13550	MCDERMOTT, JAMES R	Direct Deposit	0.00	439,584.29
05/23/2024	DD13551	MEDINA, JR, STEFAN J	Direct Deposit	0.00	439,584.29
05/23/2024	DD13552	MEEKS, JAMES W	Direct Deposit	0.00	439,584.29
05/23/2024	DD13553	MENDOZA, JULIAN	Direct Deposit	0.00	439,584.29
05/23/2024	DD13554	MEYENBERG, JUSTIN J	Direct Deposit	0.00	439,584.29
05/23/2024	DD13555	MILLER, MARC J	Direct Deposit	0.00	439,584.29
05/23/2024	DD13556	MUNOZ, ISAAC L	Direct Deposit	0.00	439,584.29
05/23/2024	DD13557	OLIVARES, BRANDON T	Direct Deposit	0.00	439,584.29
05/23/2024	DD13558	OSTARELLO, MATTHEW J	Direct Deposit	0.00	439,584.29
05/23/2024	DD13559	OWEN, KEATON M	Direct Deposit	0.00	439,584.29

Monterey County Regional Fire District
Transactions by Bank Account
As of May 31, 2024

07/25/24

Date	Num	Name	Memo	Amount	Balance
05/23/2024	DD13560	PEEBLES, CHEYENNE C	Direct Deposit	0.00	439,584.29
05/23/2024	DD13561	QUEZADAS, GIOVANNI	Direct Deposit	0.00	439,584.29
05/23/2024	DD13562	QUIROZ, HERIBERTO	Direct Deposit	0.00	439,584.29
05/23/2024	DD13563	RENWICK, WENDY L	Direct Deposit	0.00	439,584.29
05/23/2024	DD13564	REYES, JUSTIN S	Direct Deposit	0.00	439,584.29
05/23/2024	DD13565	ROBERTS, MICHAEL C	Direct Deposit	0.00	439,584.29
05/23/2024	DD13566	RODRIGUEZ, ROBERT M	Direct Deposit	0.00	439,584.29
05/23/2024	DD13567	SANCHEZ, EDWIN	Direct Deposit	0.00	439,584.29
05/23/2024	DD13568	SARGENTI, DAVID J	Direct Deposit	0.00	439,584.29
05/23/2024	DD13569	SILVA, ALFREDO C	Direct Deposit	0.00	439,584.29
05/23/2024	DD13570	SILVA, MARC W.	Direct Deposit	0.00	439,584.29
05/23/2024	DD13571	SIMS, LARRY D	Direct Deposit	0.00	439,584.29
05/23/2024	DD13572	Terry, Josh .	Direct Deposit	0.00	439,584.29
05/23/2024	DD13573	TOOMEY, MARK A.	Direct Deposit	0.00	439,584.29
05/23/2024	DD13574	TRUJILLO, ANTHONY C	Direct Deposit	0.00	439,584.29
05/23/2024	DD13575	ULWELLING, ERIC N	Direct Deposit	0.00	439,584.29
05/23/2024	DD13576	URIBE, WYATT N	Direct Deposit	0.00	439,584.29
05/23/2024	DD13577	WARREN, MATHEW B	Direct Deposit	0.00	439,584.29
05/23/2024	DD13578	WEED, MATTHEW S	Direct Deposit	0.00	439,584.29
05/23/2024	DD13579	Wenger, Daren T.	Direct Deposit	0.00	439,584.29
05/23/2024	DD13580	YOUNG, JOHN H	Direct Deposit	0.00	439,584.29
05/23/2024	DD13509	ARREGUIN, MARISELA	Direct Deposit	0.00	439,584.29
05/23/2024			Funds Transfer	1,500,000.00	1,939,584.29
05/23/2024	EFT	EFTPS	94-6001184	-68,586.00	1,870,998.29
05/23/2024	EFT	Employment Development Depa...	698-1507-4	-23,951.82	1,847,046.47
05/23/2024	48498	Associated Services, Inc.		-250.00	1,846,796.47
05/23/2024	48499	AT&T (R-2 Internet)	318182419	-64.20	1,846,732.27
05/23/2024	48500	AT&T MOBILITY	Acct #287267998050	-103.24	1,846,629.03
05/23/2024	48501	C.A.P.F.	June 2024	-2,242.00	1,844,387.03
05/23/2024	48502	California Fire Protection, Inc.		-595.43	1,843,791.60
05/23/2024	48503	Carmel Fire Protection Associates		-900.00	1,842,891.60
05/23/2024	48504	COMCAST		-694.23	1,842,197.37
05/23/2024	48505	Dean Chapman	Reimb- USAR food	-108.64	1,842,088.73
05/23/2024	48506	Earth Systems	Cust: MON029	-1,389.50	1,840,699.23
05/23/2024	48507	Edges Electrical Group		-2,993.29	1,837,705.94
05/23/2024	48508	Edwin Dale Smith		-7,200.00	1,830,505.94
05/23/2024	48509	Kind Books		-3,712.50	1,826,793.44
05/23/2024	48510	ExamWorks LLC	Case #22293477	-2,800.00	1,823,993.44
05/23/2024	48511	Golden State Truck & Trailer Re...		-2,530.17	1,821,463.27
05/23/2024	48512	Hi-Tech Emergency Vehicle Ser...	Cust #10506	-57.15	1,821,406.12
05/23/2024	48513	J.J. Keller & Associates, Inc.	Cust #201852564	-154.51	1,821,251.61
05/23/2024	48514	JUSTIN CONNEAU	Reimb Home Depot 5/6/24	-188.43	1,821,063.18
05/23/2024	48515	L.N. Curtis & Sons		-5,291.64	1,815,771.54
05/23/2024	48516	Lemos Service Inc/Lemos 76	Acct ID 32	-119.55	1,815,651.99
05/23/2024	48517	Matthew Lumadue		-212.43	1,815,439.56
05/23/2024	48518	VERIZON WIRELESS.		-492.30	1,814,947.26
05/23/2024	48519	Vision Service Plan	30 017089 0001	-1,836.75	1,813,110.51
05/23/2024	48520	Wittman Enterprises, LLC	April 2024	-4,975.18	1,808,135.33
05/23/2024	48521	AFLAC	X1723	-823.59	1,807,311.74
05/23/2024	48522	American River Benefit Administ...	8484	-171.50	1,807,140.24
05/23/2024	48523	Local 2606		-7,369.18	1,799,771.06
05/23/2024	48524	Monterey County Sheriff's Office	Case#19CV000057, File#202406...	-105.00	1,799,666.06
05/23/2024	48525	VOYA Institutional Trust Co.	VK7065	-20,702.19	1,778,963.87
05/23/2024	48526	Barbara Fonseca	Jun 2024	-191.75	1,778,772.12
05/23/2024	48527	Chris Handle	Jun 2024	-754.25	1,778,017.87
05/23/2024	48528	Dale B Williams	Jun 2024	-1,008.99	1,777,008.88
05/23/2024	48529	Dave Jensen	Jun 2024	-625.72	1,776,383.16
05/23/2024	48530	Dean. Lindsey	Jun 2024	-909.38	1,775,473.78
05/23/2024	48531	Dorothy Priolo	Jun 2024	-909.38	1,774,564.40
05/23/2024	48532	Ezekiel Kott	Jun 2024	-774.00	1,773,790.40
05/23/2024	48533	James H. Smith	Jun 2024	-191.75	1,773,598.65
05/23/2024	48534	Jeff Frye	Jun 2024	-615.50	1,772,983.15
05/23/2024	48535	Jeff May	Jun 2024	-1,008.99	1,771,974.16
05/23/2024	48536	Jim McCabe	Jun 2024	-1,081.25	1,770,892.91
05/23/2024	48537	John. Reed	Jun 2024	-909.38	1,769,983.53
05/23/2024	48538	Kevin Kamnikar	Jun 2024	-909.38	1,769,074.15
05/23/2024	48539	Kurtis Calender	Jun 2024	-1,008.99	1,768,065.16

**Monterey County Regional Fire District
Transactions by Bank Account
As of May 31, 2024**

07/25/24

Date	Num	Name	Memo	Amount	Balance
05/23/2024	48540	Larry Freitas	Jun 2024	-909.38	1,767,155.78
05/23/2024	48541	Lee Warner	Jun 2024	-1,081.25	1,766,074.53
05/23/2024	48542	Michael Urquides	Jun 2024	-754.25	1,765,320.28
05/23/2024	48543	Mike Foster	Jun 2024	-909.38	1,764,410.90
05/23/2024	48544	Mike Vout.	Jun 2024	-1,008.99	1,763,401.91
05/23/2024	48545	Miles.Schuler	Jun 2024	-689.99	1,762,711.92
05/23/2024	48546	Richard. Rotharmel	Jun 2024	-909.38	1,761,802.54
05/23/2024	48547	Scott Fenton	Jun 2024	-689.99	1,761,112.55
05/23/2024	48548	Steve Scarlett.	Jun 2024	-526.11	1,760,586.44
05/23/2024	48549	Susan Crowwell	Jun 2024	-615.50	1,759,970.94
05/23/2024	48550	William R Williams	Jun 2024	-625.72	1,759,345.22
05/24/2024	4341660...	AMR.		78,000.00	1,837,345.22
05/24/2024			Funds Transfer	18,567.48	1,855,912.70
05/28/2024	EFT	CalPERS (Health)	June 2024	-1,966.27	1,853,946.43
05/28/2024	EFT	CalPERS (Health)	June 2024	-154,809.52	1,699,136.91
05/28/2024	48551	MD FARMS, LLC - 26500 ENCI...	overpayment of Inv# 10-23-4828	-4,626.24	1,694,510.67
05/30/2024	48552	1582 Medical Corporation		-14,151.24	1,680,359.43
05/30/2024	48553	AMAZON CAPITAL SERVICES	A1BSA7JOSWO7KJ	-4,765.97	1,675,593.46
05/30/2024	48554	Edges Electrical Group		-2,722.96	1,672,870.50
05/30/2024	48555	FCTC		-3,600.00	1,669,270.50
05/30/2024	48556	LEADER EMERGENCY VEHIC...	Cust #1032129	-319.11	1,668,951.39
05/30/2024	48557	Liebert, Cassidy, Whitmore	Client: CA201	-13,071.00	1,655,880.39
05/30/2024	48558	LogRx		-50.00	1,655,830.39
05/30/2024	48559	Marina Coast Water District		-1,113.64	1,654,716.75
05/30/2024	48560	Marisela. Arreguin	Reimb- Baby Gifts	-84.99	1,654,631.76
05/30/2024	48561	Peninsula Hydraulics, Inc.		-1,635.53	1,652,996.23
05/30/2024	48562	PG&E	5319150727-5	-3,969.79	1,649,026.44
05/30/2024	48563	Salinas Valley Embroidery		-148.00	1,648,878.44
05/30/2024	48564	Salinas Valley Pro Squad		-372.78	1,648,505.66
05/30/2024	48565	Salinas Valley Tire		-1,751.23	1,646,754.43
05/30/2024	48566	Scudder Solar Energy Systems		-4,383.20	1,642,371.23
05/30/2024	48567	U.S. BANK-Cal Card	4246 0445 5565 2909	-8,331.02	1,634,040.21
05/30/2024	48568	Valley Trophies , Inc		-270.12	1,633,770.09
05/30/2024	48569	VERIZON WIRELESS.	970574389-00005	-381.60	1,633,388.49
05/30/2024	EFT	CalPERS (Retirement)	Apr earnings	-210,451.94	1,422,936.55
05/30/2024	Vd Ck 44...	Razzolink, Inc.	Void 4/8/21 Ck 44282 - not owed	67.12	1,423,003.67
05/31/2024			Deposit	137,079.63	1,560,083.30
05/31/2024	2449	MISC CUSTOMERS	Stripe	10.00	1,560,093.30
05/31/2024	2450	MISC CUSTOMERS	Stripe	3,770.54	1,563,863.84
Total 1006 · 1st Capital Bank - Main 2257				275,594.81	1,563,863.84
1007 · 1st Capital Bank - Cannabis					0.00
05/14/2024	10176	KIND OP CORP - ALISAL RD	APN	4,822.02	4,822.02
05/14/2024			Funds Transfer	-4,822.02	0.00
05/24/2024	ACH 052...	MD FARMS, LLC - 26500 ENCI...	APN	9,252.48	9,252.48
05/24/2024	1stCap0...	MT NURSERY, LLC - WIMBLE...	APN	1,440.00	10,692.48
05/24/2024	1stCap0...	MONTEREY TILTH, LLC - WI...	APN	7,875.00	18,567.48
05/24/2024			Funds Transfer	-18,567.48	0.00
Total 1007 · 1st Capital Bank - Cannabis				0.00	0.00
1008 · 1st Capital Bank - Old 3041					0.00
Total 1008 · 1st Capital Bank - Old 3041					0.00
1010 · Cash in Bank at County					7,310,431.10
05/23/2024			Funds Transfer	-1,500,000.00	5,810,431.10
05/31/2024			Cnty Postings	453,239.41	6,263,670.51
Total 1010 · Cash in Bank at County				-1,046,760.59	6,263,670.51
TOTAL				-771,165.78	7,827,534.35

Monterey County Regional Fire District
Expenditures Budget vs. Actual
 July 2023 through May 2024

07/25/24

Cash Basis

Expense	Jul '23 - May 24	Budget	\$ Over Budget	% of Budget
5500 - TOTAL OPERATING EXPENSES				
5005 - SALARIES & BENEFITS				
5010 - Salaries/FLSA/TUP	6,864,208.25	8,078,451.00	-1,214,242.75	85.0%
5012 - Longevity, Education, Bilingual	538,499.60	655,756.00	-117,256.40	82.1%
50121 - Paramedic Pay	211,778.21	258,502.00	-46,723.79	81.9%
5015 - Uniform Allowance	45,603.26	53,555.00	-7,951.74	85.2%
5016 - Overtime - Non Reimbursed	1,107,167.80	1,294,852.00	-187,684.20	85.5%
5017 - O.T. Non Reimbursed Training	145,791.96	343,010.00	-197,218.04	42.5%
5018 - Sick Leave/Vacation/CTO Payout	552,106.25	282,226.00	269,880.25	195.6%
5019 - Overtime - Reimbursed	353,515.88	0.00	353,515.88	100.0%
5020 - Retirement	1,858,167.65	2,168,030.00	-309,862.35	85.7%
5029 - Retiree Health Insurance	299,063.44	370,764.00	-71,700.56	80.7%
5030 - Health Insurance	1,632,481.63	1,989,024.00	-356,542.37	82.1%
5031 - Workers' Compensation Insurance	1,322,266.08	1,321,689.00	577.08	100.0%
5034 - Long Term Disability	22,213.50	25,842.00	-3,628.50	86.0%
5035 - Unemployment Insurance	9,616.94	9,408.00	208.94	102.2%
5036 - FICA/Medicare	138,586.07	159,782.00	-21,195.93	86.7%
Total 5005 - SALARIES & BENEFITS	15,101,066.52	17,010,891.00	-1,909,824.48	88.8%
5045 - MAINTENANCE & OPERATIONS				
5050 - Protective Clothing	64,261.85	151,875.00	-87,613.15	42.3%
5055 - Bank Service Charges	44.17	2,000.00	-1,955.83	2.2%
5060 - Telephone	31,009.70	33,900.00	-2,890.30	91.5%
5061 - 911 Dispatching	179,338.56	179,338.00	0.56	100.0%
5080 - Food	19,898.06	19,600.00	298.06	101.5%
5090 - Station Expense	29,942.16	48,999.00	-19,056.84	61.1%
5111 - General Liability Insurance	218,439.50	223,314.00	-4,874.50	97.8%
5120 - Vehicle Maintenance	287,616.03	282,500.00	5,116.03	101.8%
5121 - Communication Maintenance	42,038.13	53,499.00	-11,460.87	78.6%
5122 - Equipment Maintenance	32,410.29	222,789.00	-190,378.71	14.5%
5123 - Air Systems Maintenance	5,228.77	10,425.00	-5,196.23	50.2%
5124 - Breathing Support Unit	3,587.58	6,065.00	-2,477.42	59.2%
5125 - Office Equipment Maintenance	17,379.61	20,413.00	-3,033.39	85.1%
5126 - Stationary Cascade Systems	2,240.46	5,575.00	-3,334.54	40.2%
5130 - Building Maintenance	183,866.89	156,650.00	27,216.89	117.4%
5140 - Medical Supplies	94,628.41	121,098.00	-26,469.59	78.1%
5150 - Memberships	2,022.50	3,234.00	-1,211.50	62.5%
5151 - Subscriptions	58,998.35	68,804.00	-9,805.65	85.7%
5170 - Office Supplies	18,633.16	31,000.00	-12,366.84	60.1%
5180 - Auditing Services	27,615.00	27,615.00	0.00	100.0%
5181 - Legal Counsel	81,741.62	300,000.00	-218,258.38	27.2%
5182 - Medical (Physicals)	18,630.18	57,880.00	-39,249.82	32.2%
5184 - Other Professional Services	434,607.24	481,671.00	-47,063.76	90.2%
5190 - Legal Notices	1,743.20	2,000.00	-256.80	87.2%
5220 - Small Tools	1,463.01	2,100.00	-636.99	69.7%
5230 - District Special Expenses	49,234.16	67,037.00	-17,802.84	73.4%
5232 - Education and Training	18,811.79	31,492.00	-12,680.21	59.7%
5233 - Conferences and Schools	35,132.42	49,311.00	-14,178.58	71.2%
5250 - Leases and Rentals	250.00	2,000.00	-1,750.00	12.5%
5251 - Fuel	133,554.50	160,000.00	-26,445.50	83.5%
5261 - Utilities-Gas/Electric	54,330.73	61,000.00	-6,669.27	89.1%
5262 - Water	25,866.47	26,400.00	-533.53	98.0%
5263 - Sewer and Garbage	10,646.87	11,250.00	-603.13	94.6%
5264 - Permits	9,922.90	15,825.00	-5,902.10	62.7%
5280 - City Contract	400,000.00	400,000.00	0.00	100.0%
5290 - Grant Expenses	45,346.06	49,664.00	-4,317.94	91.3%
Total 5045 - MAINTENANCE & OPERATIONS	2,640,480.33	3,386,323.00	-745,842.67	78.0%
5340 - DEBT SERVICE				
5342 - Debt Service - Principal	1,705,121.65	1,705,122.00	-0.35	100.0%
5344 - Debt Service - Interest	761,301.36	764,110.00	-2,808.64	99.6%
Total 5340 - DEBT SERVICE	2,466,423.01	2,469,232.00	-2,808.99	99.9%

Monterey County Regional Fire District
Expenditures Budget vs. Actual
 July 2023 through May 2024

07/25/24
 Cash Basis

	<u>Jul '23 - May 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
5345 · CAPITAL OUTLAY				
5350 · Fixed Assets-Equipment	442,311.68	782,131.00	-339,819.32	56.6%
5351 · Fixed Assets-Structures	239,341.49	278,500.00	-39,158.51	85.9%
5352 · Fixed Assets-Fire Capital Facs	537,767.64	475,000.00	62,767.64	113.2%
Total 5345 · CAPITAL OUTLAY	<u>1,219,420.81</u>	<u>1,535,631.00</u>	<u>-316,210.19</u>	<u>79.4%</u>
Total 5500 · TOTAL OPERATING EXPENSES	<u>21,427,390.67</u>	<u>24,402,077.00</u>	<u>-2,974,686.33</u>	<u>87.8%</u>
Total Expense	<u>21,427,390.67</u>	<u>24,402,077.00</u>	<u>-2,974,686.33</u>	<u>87.8%</u>
Net Income	<u>-21,427,390.67</u>	<u>-24,402,077.00</u>	<u>2,974,686.33</u>	<u>87.8%</u>



MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

STAFF SUMMARY REPORT

AGENDA ITEM NUMBER: 4.3

DATE: July 5, 2024

PREPARED BY: David Sargenti

SUBJECT: Revisions to District Drug and Alcohol Policy and Testing Procedure Policy

ISSUE AND STAFF REPORT


In March, the Board of Directors approved Board Policy 2024-03 which included language to comply with AB 2188. After the approval, staff was contacted by Local 2606 representatives requesting further discussion on a few sections of the new policy. Additional meetings were held, and modified language was agreed to within the attached draft policy.

RECOMMENDATION

Approve Board Policy 2024-03 Drug and Alcohol Policy and Testing Procedure Policy and rescind Board Policy 2018-04.

ATTACHMENTS

1. Draft Board Policy 2024-03 redline.
2. Draft Board Policy 2024-03 final version.

	FIRE	DATE 5/29/18 NUMBER: 2024-03 REVISED: 07/30/24
	DISTRICT	APPROVED: <i>djs</i>
	POLICY	TITLE: Drug and Alcohol Policy and Testing Procedure Policy

I. BACKGROUND AND PURPOSE

The Monterey County Regional Fire District (“District”) is a drug and alcohol-free workplace. In order to ensure the safety of its employees and the general public, the Board of Directors have adopted this policy.

Health risks: It is widely recognized that misuse and abuse of drugs and alcohol are major contributors to serious health problems as well as to social and civic concerns. The health risks associated with the abuse of drugs and alcohol include various deleterious physical and mental consequences including addiction, severe disability, and death.

Federal and State Legislation: In response to these concerns, the U.S. Congress passed the “Drug-Free Workplace Act of 1988”, the “Drug-Free Schools and Communities Act Amendments of 1989”, and the “Omnibus Transportation Employee Testing Act of 1991”. The California legislature passed the “California Drug Free Workplace Act of 1990” and expanded the California Fair Employment and Housing Act to protect the off-duty use of cannabis.

In accordance with these Acts, the Monterey County Regional Fire Protection District enacts the following policy.

II. PROGRAM ADMINISTRATOR

The Fire Chief or designee is designated by the Board of Directors as the Alcohol/ Drug Testing Program Administrator (“Program Administrator”). The Program Administrator is responsible for answering questions from employees or the public in general about topics covered by this policy. The Program Administrator may provide such information as necessary to enable the appropriate supervisor to take appropriate action to ensure compliance with this policy.

III. SCOPE OF POLICY

This policy applies to all regular full-time, part-time, seasonal, on call or temporary District employees, regardless of rank, whether they are on District property or they are performing District-related business elsewhere. This policy applies to alcohol and drugs, including controlled substances, narcotics, marijuana/cannabis, lawfully prescribed medications and any and all other substances that could impair an employee’s ability to effectively and

DATE: 07/30/24	NUMBER: 2024-03
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safely perform the functions of their job (collectively referred to herein as “alcohol and drugs”).

IV. AB 2188 – OFF DUTY CANNABIS USE

Effective January 1, 2024, California law prohibits discrimination against employees based on the person’s off duty cannabis use or because an employee has tested positive for nonpsychoactive cannabis metabolites. However, employers may still take adverse employment action against employees who possess, use, or are impaired by cannabis in the workplace and may still enforce drug and alcohol-free workplace policies.

State or federal laws requiring drug testing for employees or applicants for employment as a condition of employment, receiving federal funding or federal licensing related benefits, entering into a federal contract, or laws regulating the manner of testing, take precedence over the California law on off duty cannabis use.

V. POLICY

The District is committed to providing a work environment that is safe, healthy and free of any adverse effects caused by alcohol or drug use.

It is the intention of this policy to eliminate substance abuse and its effects in the workplace. While the District has no intention of intruding into the private lives of its employees, even involvement with drugs and alcohol off the job can take its toll on job performance, employee safety, and the safety of the public. Our objective is for employees to be in a condition to perform their duties safely and efficiently, in the interest of their fellow workers and the public, as well as themselves. The presence of drugs and alcohol on the job, and the impairing influence of these substances on employees during work hours, are inconsistent with this objective.

This policy is implemented because the District believes that the impairment of any District employee due to the use of substances is likely to result in the risk of injury to other employees, the impaired employee, or to third parties, such as the public. Moreover, substance abuse adversely affects employee productivity.

As a condition of employment, all District employees are required to follow this policy.

A. Prohibited Conduct

- 1) The manufacture, distribution, sale, dispensation, possession, or use of alcohol, controlled substances, narcotics, prescription drugs (including those lawfully prescribed), or other impairing substances in or on District property or wherever District business is performed is prohibited.

DATE: 07/30/24	NUMBER: 2024-03
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- 2) Working or responding to recall if impaired by alcohol, controlled substances, narcotics, prescription drugs (including those lawfully prescribed), or other impairing substances is prohibited.
- 3) Failing to notify a supervisor before beginning work when taking controlled substances, narcotics, prescription drugs (including those lawfully prescribed), or other impairing substances which could interfere with the safe and effective performance of duties or operation of the District is prohibited.
- 4) The District shall not sanction any private parties, functions and/or events which may involve use of alcohol and/ or drugs.

B. Definitions

Chemical/ Alcohol Dependency: The inability to discontinue the use of drugs, alcohol or other intoxicants or substances without medical treatment.

Controlled Substance: A drug, substance, immediate precursor, or synthetic drug listed in the Code of Federal Regulations 21 CFR section 1308, including but not limited to marijuana, cocaine, opiates, amphetamines, methamphetamines, and phencyclidine.

Employees: All paid employees employed by the District, whether full-time, part-time, temporary or interim shall be deemed “employee” and/or “employees” for all purposes relating to this policy only.

Impairment: When an individual’s mental and/or physical faculties and abilities are decreased, lessened, weakened, damaged and/or not functioning properly.

Manager/ Supervisor: A manager is a member of the management team including all Chief Officers. Supervisors are the rank of Chief Officers, Captains, and Engineers. These include any employee appointed by the Fire Chief to act in one of these capacities.

Narcotics: Natural or synthetic opium, opiates, and/or opioids, such as heroin, fentanyl, morphine, codeine, and methadone.

Reasonable Suspicion Factors: Nonexclusive list of objective facts, which support a reasonable suspicion that a person is under the influence of a substance:

- Slurred or altered speech;
- Euphoria or paranoia;
- Unusual, erratic, agitated, confused or incoherent behavior;
- Tremors or trembling;
- Dilatated or constricted pupils;
- Dry mouth, runny nose;
- Red or watery eyes;
- Unkempt appearance;

DATE: 07/30/24	NUMBER: 2024-03
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Puncture marks or sores on skin;
Inappropriate wearing of sun glasses;
Body odor;
Alcohol, cannabis, or odor;
Unsteady walking or movement and/or lack of coordination;
An accident involving District property or equipment;
Physical or verbal altercation; and/ or,
Possession of alcohol or drugs.

Reasonable Suspicion: A belief based on reasonable suspicion factors sufficient to lead two managers, officers, or supervisors to suspect that an employee is under the influence of a substance(s) to the extent that the employee’s ability to perform the functions of the job is impaired; or, that the employee’s ability to perform the job safely is in question.

Substances: Any substance in any form that could be used in a way that could cause impairment, including but not limited to alcohol, controlled substances, narcotics, prescription drugs (including those lawfully prescribed), or other impairing substances.

Substance Abuser: A person who uses substances, and this use detrimentally affects job performance, job safety, or interferes with normal social adjustment at work.

C. Employee Assistance Program

The District’s Employee Assistance Program (“EAP”) offers counseling and treatment of drug- or alcohol-related problems to District employees.

The District will not discipline employees because they have sought counseling or treatment for drug- or alcohol-related problems.

Appendix A lists the name, Address and Phone number of the District’s current EAP provider.

D. Prescription or Over-the-Counter Drug Use

The use of valid prescribed medications and over-the-counter drugs that do not impair work functions or safety does not violate this policy. Failure by an employee to notify the supervisor, before beginning work, when taking medications or drugs which could potentially interfere with the safe and effective performance of duties, including the operation of District equipment, can result in discipline up to and including termination. In the event there is a question regarding an employee’s ability to safely and effectively perform assigned duties while using such medications or drugs, clearance from qualified physician may be required. The District will determine in good faith if it can make reasonable accommodations to those employees who must use legal drugs to treat a disability without the drug compromising safety.

DATE: 07/30/24	NUMBER: 2024-03
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E. Substance Testing

There are four types of testing used by the District for employees.

- 1) **Random Testing** – Random testing is conducted twice a year with three names chosen for each test. This is accomplished by submitting the name of every safety-sensitive employee in the random selection pool. The random selection is made by an independent testing facility, without District participation or influence. Random selection may result in individual employees being selected more than once a calendar year, or even in successive selection. Or, some employees in the selection pool may not be selected at all during a given calendar year.
- 2) **Post-Accident Testing** – Testing may be conducted on all safety sensitive employees involved in any on-the-job accidents that may have involved human error and which cause a fatality, a serious injury requiring immediate treatment away from the scene, ~~if a driver is cited with a moving violation,~~ or an accident involving a District vehicle that is in operation and not parked causing disabling vehicle damage or property damage if law enforcement is unavailable or unwilling to respond.
- 3) **Follow-up Testing** – Testing may be conducted on an employee who has violated this policy but was not terminated. The employee must agree to submit to this testing as a condition of keeping employment following a violation of this policy. Specifics on duration and frequency of testing will be detailed in disciplinary agreement.
- 4) **Reasonable Suspicion** – Testing may be conducted on any employee who the District reasonably suspects is impaired by a substance based on objective factors described in this policy.

Employees reasonably suspected of being under the influence of any substance shall be relieved from duty, transported to a testing facility, and then to the employee’s home after the test. The employee will be placed on administrative leave until the District receives the test results. A reasonable suspicion drug test shall follow a split specimen procedure.

After the test results have been processed and all reports have been finalized, the District shall provide the test subject with

~~Whenever the Chief or designee relieves a test subject of duty, they shall furnish the test subject with the following documents:~~

1. A copy of the Laboratory Report;
2. The Medical Review Officer’s written report; and
- ~~1.3.~~ and a written notice of their right to have the split sample tested at a second DHHS certified laboratory with not affiliation with the laboratory that analyzed the primary specimen.

Refusal to immediately submit to an alcohol and/or drug analysis when requested by District management or law enforcement personnel, or tampering with or substituting a test

DATE: 07/30/24	NUMBER: 2024-03
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sample, may constitute insubordination and be grounds for discipline up to and including termination.

The District will give employees an opportunity to list any prescription or over-the-counter medicine or substances that the employee is using that may yield a false positive result. The Firefighter Bill of Rights notice and representation offer will apply.

F. Workplace Searches

The District may conduct a reasonable workplace search as defined in Government Code Section 3259. when there is a legitimate business need to maintain a drug and alcohol-free workplace, when there is reasonable suspicion, and/or to meet the goals of this policy.

The District reserves the right to search without employee consent, all areas and property in which the District maintains control or joint control with the employee provided: the employee is present; or a valid search warrant has been obtained; or the employee has been notified that a search will be conducted. Otherwise, the District may notify appropriate law enforcement agencies that an employee may possess substances in an area not jointly or fully controlled by the District.

G. Discipline

A violation of this policy is grounds for disciplinary action, up to and including termination.

Voluntary, successful participation in a recovery or rehabilitation program by an employee may be a mitigating factor in the District's assessment of any disciplinary action, depending upon the facts and circumstances of each individual case. The District has the discretion to suspend disciplinary action, or place the employee on probation pending successful completion of a recovery program.

H. Management Responsibilities and Guidelines

1. Managers may request that an employee submit to a drug and/or alcohol test after two managers or supervisors have "reasonable suspicion" that an employee is intoxicated, impaired, and/or under the influence of drugs or alcohol while on duty. Supervisors are required to investigate, document and inform managers of any reasonable suspicion that an employee is intoxicated, impaired, and/or under the influence of drugs or alcohol while on duty.
2. Any manager requesting an employee to submit to a drug and/ or alcohol test shall document, in writing, the facts constituting reasonable suspicion that the employee in question is intoxicated, impaired, and/or under the influence of drugs including any statements and/ or documentation from witnesses and/ or supervisors.

DATE: 07/30/24	NUMBER: 2024-03
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3. Managers and/ or supervisors must inform an employee who is under suspicion of alcohol or drugs that they have the right to representation during any questioning or interview relating to this issue. The represented employee will also have the right to have union representation accompany them to a collection site during testing. The union agrees to supply representation without causing delays to the process. A represented employee will be notified of these rights at the beginning of the initial meeting or interview.
4. Any manager encountering an employee, who refuses an order to submit to a drug and/ or alcohol analysis upon request, shall remind the employee of the requirements and disciplinary consequences of this policy.
5. Managers and supervisors shall notify the Chief or designee when they have reasonable suspicion to believe that an employee may have substances on the employee's person, or in an area not jointly or fully controlled by the District, or in the course of investigation after an accident. If the Chief or designee concurs that there is reasonable suspicion of possession of controlled substances, the appropriate law enforcement agency shall be notified.
6. If a supervisor or manager is approached by an employee who is voluntarily seeking help for a drug or alcohol problem, the supervisor or manager shall report the matter to a superior, assist the employee in contacting the EAP counselor, and provide such other assistance as the superior directs.
7. Managers and supervisors are responsible for the enforcement of this policy. Managers and supervisors will be provided training in identifying and addressing drug and alcohol related problems as part of the drug and alcohol free awareness program.

I. Procedures to be Used for Detection of Drugs and Alcohol

1. **Drug Testing.** The collection and analysis of urine samples used for drug testing will be conducted consistent with the procedures set forth in 49 CFR Part 40, as amended. The employee shall be [personally notified by 0700 hours of their off going shift to immediately meet the Duty Chief at](#) ~~transported to~~ the District's Drug Screening Test provider where a urine specimen will be tested for the presence of the following:
 - a. Amphetamines
 - b. Cocaine
 - c. Opiates (narcotics)
 - d. Phencyclidine (PCP)

Note: The legalization of recreational [Marijuana](#) use and the passage of AB2188 precludes the District from testing employees for nonpsychoactive cannabis metabolites THC. As of the passage of this policy, there is not an acceptable test that is specific in determining the THC level concentration. It is anticipated that such a test will become

DATE: 07/30/24	NUMBER: 2024-03
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available in the coming months at which time the District will incorporate the testing of THC as part of this procedure.

Cut off concentrations are adopted from and specified in the Department of Transportation Rule 49 CFR Part 40 Section 40.85 and 40.91., as may be amended from time to time.

2. **Alcohol Testing.** Testing procedures shall include the following:

Tests for breath alcohol concentration will be conducted utilizing a National Highway Traffic Safety Administration (NHTSA) approved Evidential Breath Testing device (EBT) operated by a trained Breath Alcohol Technician (BAT). Alcohol screening tests may be performed using a non-evidential testing device which is also approved by the NHTSA. If the initial test indicates an alcohol concentration of 0.02 or greater, a second test will be performed to confirm the results of the initial test. The confirmatory test will be conducted at least fifteen minutes after the completion of the initial test, using a NHTSA approved EBT operated by a trained BAT. The EBT will identify each test by a unique sequential identification number. This number, time, and unit identifier will be provided on each EBT printout. The EBT printout, along with an approved alcohol testing form, will be used to document the test, the subsequent results, and to attribute the test to the correct employee. The test will be performed in a private, confidential manner as required by 49 CFR Part 40, as amended. The procedure will be followed as prescribed to protect the employee and to maintain the integrity of the alcohol testing procedures and the validity of the test result.

An employee who has a confirmed alcohol concentration of 0.04 or greater will be considered a positive alcohol test and in violation of this policy. An employee who has a confirmed alcohol concentration greater than 0.02 but less than 0.04 is not considered positive, the employee will be removed from his/her position for eight hours unless a retest results in a concentration of less than 0.02. An alcohol concentration less than 0.02 will be considered a negative test.

The Alcohol Testing Form (AFT) required by 49 CFR 40, as amended, shall be used for all FTA required testing. Failure of the employee to sign step 2 of the AFT will be considered a refusal to submit to testing.

J. Drug Screening Test Provider

The Drug Screening Test Provider (“DSTP”), Agile Occupational Medicine has been chosen by the District for work day situations. The Salinas Valley Hospital will be utilized for after-hours situations. The DSTP is responsible for receiving, evaluating and interpreting all test results from the laboratory. The DSTP assesses the reasonableness of reported positive test results; reviews medical histories; discusses positive results with the tested individual; assess/ verifies whether a legitimate medical explanation exists; and determines whether the test will be reported to the District as positive (i.e. whether or not

DATE: 07/30/24	NUMBER: 2024-03
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the employee passes a test). The DSTP reports these determinations to the Human Resources Officer and Fire Chief in a confidential manner.

K. Future Revisions.

In order to ensure full reliability and accuracy of drug and alcohol tests, the accurate reporting of test results, and the integrity and efficiency of drug testing programs, the District may make changes to these testing procedures to reflect improvements in the available science and technology. Any revisions to this policy that are within the scope of representation will require a meet and confer process with the associated labor units.

L. Testing Program Costs

The District will pay for the cost of the drug test and of any confirmatory drug test.

M. Right of Confirmatory Test

An applicant or employee whose drug test reported positive has the right to request a confirmatory test.

N. Consequences of Failing an Alcohol And/Or Drug Test

Any employee who tests positive for drugs or alcohol in violation of this policy will be removed from duty, referred to the EAP, and subjected to discipline up to and including termination.

The District shall not be responsible for the cost of any treatment or rehabilitation services. Employees will be allowed to take accumulated sick leave, vacation leave, accrued compensatory time off, or leave without pay in accordance with District policy and law while participating in the prescribed rehabilitation.

O. Confidentiality

1. Laboratory reports and negative test results shall not appear in an employee's general personnel folder. Information of this nature will be contained in a separate confidential medical folder that will be securely kept under control of the Fire Chief or designee, except that a positive test result will be part of the documentation of any disciplinary action and will be retained in the appropriate portion of the employee's general personnel folder.
2. The reports or test results may be disclosed to the tested employee upon request. The reports or test results may be disclosed to District employees who need the records or information in the course of District employment to supervise, respond to test results, or administer this policy or disciplinary appeals.
3. Disclosures, without patient consent, may also occur when the circumstances fall within any of the following areas:

- Compelled by law, judicial or administrative process.
- Has been placed at issue in a formal dispute between the employer and employee.
- Is to be used in administering an employee benefit plan.
- Is needed by medical personnel for the diagnosis or treatment of the patient who is unable to authorize disclosure.

P. Consent and Release Forms and Notices

This policy includes the following consent and release forms and Notices:

Appendix A: Employee Assistance Program

Q. Severability

In the event that a court finds that any provision of this policy is void or unenforceable, the remaining provisions shall continue in full force and effect.

DATE: 07/30/24	NUMBER: 2024-03
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APPENDIX A

EMPLOYEE ASSISTANCE PROGRAM


In accordance with the Drug and Alcohol Policy the Monterey County Regional Fire Protection District (“District”) has established and Employee Assistance Program (“EAP”).

The District has contracted to provide this EAP program:

Name: Halcyon – Employee Assistance Program

Web Address: halcyoneap.com, Company Code: frms

Phone: 888-425-4800

	FIRE	DATE 5/29/18 NUMBER: 2024-03 REVISED: 07/30/24
	DISTRICT	APPROVED: <i>djs</i>
	POLICY	TITLE: Drug and Alcohol Policy and Testing Procedure Policy

I. BACKGROUND AND PURPOSE

The Monterey County Regional Fire District (“District”) is a drug and alcohol-free workplace. In order to ensure the safety of its employees and the general public, the Board of Directors have adopted this policy.

Health risks: It is widely recognized that misuse and abuse of drugs and alcohol are major contributors to serious health problems as well as to social and civic concerns. The health risks associated with the abuse of drugs and alcohol include various deleterious physical and mental consequences including addiction, severe disability, and death.

Federal and State Legislation: In response to these concerns, the U.S. Congress passed the “Drug-Free Workplace Act of 1988”, the “Drug-Free Schools and Communities Act Amendments of 1989”, and the “Omnibus Transportation Employee Testing Act of 1991”. The California legislature passed the “California Drug Free Workplace Act of 1990” and expanded the California Fair Employment and Housing Act to protect the off-duty use of cannabis.

In accordance with these Acts, the Monterey County Regional Fire Protection District enacts the following policy.

II. PROGRAM ADMINISTRATOR

The Fire Chief or designee is designated by the Board of Directors as the Alcohol/ Drug Testing Program Administrator (“Program Administrator”). The Program Administrator is responsible for answering questions from employees or the public in general about topics covered by this policy. The Program Administrator may provide such information as necessary to enable the appropriate supervisor to take appropriate action to ensure compliance with this policy.

III. SCOPE OF POLICY

This policy applies to all regular full-time, part-time, seasonal, on call or temporary District employees, regardless of rank, whether they are on District property or they are performing District-related business elsewhere. This policy applies to alcohol and drugs, including controlled substances, narcotics, marijuana/cannabis, lawfully prescribed medications and any and all other substances that could impair an employee’s ability to effectively and

DATE: 07/30/24	NUMBER: 2024-03
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safely perform the functions of their job (collectively referred to herein as “alcohol and drugs”).

IV. AB 2188 – OFF DUTY CANNABIS USE

Effective January 1, 2024, California law prohibits discrimination against employees based on the person’s off duty cannabis use or because an employee has tested positive for nonpsychoactive cannabis metabolites. However, employers may still take adverse employment action against employees who possess, use, or are impaired by cannabis in the workplace and may still enforce drug and alcohol-free workplace policies.

State or federal laws requiring drug testing for employees or applicants for employment as a condition of employment, receiving federal funding or federal licensing related benefits, entering into a federal contract, or laws regulating the manner of testing, take precedence over the California law on off duty cannabis use.

V. POLICY

The District is committed to providing a work environment that is safe, healthy and free of any adverse effects caused by alcohol or drug use.

It is the intention of this policy to eliminate substance abuse and its effects in the workplace. While the District has no intention of intruding into the private lives of its employees, even involvement with drugs and alcohol off the job can take its toll on job performance, employee safety, and the safety of the public. Our objective is for employees to be in a condition to perform their duties safely and efficiently, in the interest of their fellow workers and the public, as well as themselves. The presence of drugs and alcohol on the job, and the impairing influence of these substances on employees during work hours, are inconsistent with this objective.

This policy is implemented because the District believes that the impairment of any District employee due to the use of substances is likely to result in the risk of injury to other employees, the impaired employee, or to third parties, such as the public. Moreover, substance abuse adversely affects employee productivity.

As a condition of employment, all District employees are required to follow this policy.

A. Prohibited Conduct

- 1) The manufacture, distribution, sale, dispensation, possession, or use of alcohol, controlled substances, narcotics, prescription drugs (including those lawfully prescribed), or other impairing substances in or on District property or wherever District business is performed is prohibited.

DATE: 07/30/24	NUMBER: 2024-03
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- 2) Working or responding to recall if impaired by alcohol, controlled substances, narcotics, prescription drugs (including those lawfully prescribed), or other impairing substances is prohibited.
- 3) Failing to notify a supervisor before beginning work when taking controlled substances, narcotics, prescription drugs (including those lawfully prescribed), or other impairing substances which could interfere with the safe and effective performance of duties or operation of the District is prohibited.
- 4) The District shall not sanction any private parties, functions and/or events which may involve use of alcohol and/ or drugs.

B. Definitions

Chemical/ Alcohol Dependency: The inability to discontinue the use of drugs, alcohol or other intoxicants or substances without medical treatment.

Controlled Substance: A drug, substance, immediate precursor, or synthetic drug listed in the Code of Federal Regulations 21 CFR section 1308, including but not limited to marijuana, cocaine, opiates, amphetamines, methamphetamines, and phencyclidine.

Employees: All paid employees employed by the District, whether full-time, part-time, temporary or interim shall be deemed “employee” and/or “employees” for all purposes relating to this policy only.

Impairment: When an individual’s mental and/or physical faculties and abilities are decreased, lessened, weakened, damaged and/or not functioning properly.

Manager/ Supervisor: A manager is a member of the management team including all Chief Officers. Supervisors are the rank of Chief Officers, Captains, and Engineers. These include any employee appointed by the Fire Chief to act in one of these capacities.

Narcotics: Natural or synthetic opium, opiates, and/or opioids, such as heroin, fentanyl, morphine, codeine, and methadone.

Reasonable Suspicion Factors: Nonexclusive list of objective facts, which support a reasonable suspicion that a person is under the influence of a substance:

- Slurred or altered speech;
- Euphoria or paranoia;
- Unusual, erratic, agitated, confused or incoherent behavior;
- Tremors or trembling;
- Dilatated or constricted pupils;
- Dry mouth, runny nose;
- Red or watery eyes;
- Unkempt appearance;

DATE: 07/30/24	NUMBER: 2024-03
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Puncture marks or sores on skin;
Inappropriate wearing of sun glasses;
Body odor;
Alcohol, cannabis, or odor;
Unsteady walking or movement and/or lack of coordination;
An accident involving District property or equipment;
Physical or verbal altercation; and/ or,
Possession of alcohol or drugs.

Reasonable Suspicion: A belief based on reasonable suspicion factors sufficient to lead two managers, officers, or supervisors to suspect that an employee is under the influence of a substance(s) to the extent that the employee’s ability to perform the functions of the job is impaired; or, that the employee’s ability to perform the job safely is in question.

Substances: Any substance in any form that could be used in a way that could cause impairment, including but not limited to alcohol, controlled substances, narcotics, prescription drugs (including those lawfully prescribed), or other impairing substances.

Substance Abuser: A person who uses substances, and this use detrimentally affects job performance, job safety, or interferes with normal social adjustment at work.

C. Employee Assistance Program

The District’s Employee Assistance Program (“EAP”) offers counseling and treatment of drug- or alcohol-related problems to District employees.

The District will not discipline employees because they have sought counseling or treatment for drug- or alcohol-related problems.

Appendix A lists the name, Address and Phone number of the District’s current EAP provider.

D. Prescription or Over-the-Counter Drug Use

The use of valid prescribed medications and over-the-counter drugs that do not impair work functions or safety does not violate this policy. Failure by an employee to notify the supervisor, before beginning work, when taking medications or drugs which could potentially interfere with the safe and effective performance of duties, including the operation of District equipment, can result in discipline up to and including termination. In the event there is a question regarding an employee’s ability to safely and effectively perform assigned duties while using such medications or drugs, clearance from qualified physician may be required. The District will determine in good faith if it can make reasonable accommodations to those employees who must use legal drugs to treat a disability without the drug compromising safety.

DATE: 07/30/24	NUMBER: 2024-03
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E. Substance Testing

There are four types of testing used by the District for employees.

- 1) **Random Testing** – Random testing is conducted twice a year with three names chosen for each test. This is accomplished by submitting the name of every safety-sensitive employee in the random selection pool. The random selection is made by an independent testing facility, without District participation or influence. Random selection may result in individual employees being selected more than once a calendar year, or even in successive selection. Or, some employees in the selection pool may not be selected at all during a given calendar year.
- 2) **Post-Accident Testing** – Testing may be conducted on all safety sensitive employees involved in any on-the-job accidents that may have involved human error and which cause a fatality, a serious injury requiring immediate treatment away from the scene, or an accident involving a District vehicle that is in operation and not parked causing disabling vehicle damage or property damage if law enforcement is unavailable or unwilling to respond.
- 3) **Follow-up Testing** – Testing may be conducted on an employee who has violated this policy but was not terminated. The employee must agree to submit to this testing as a condition of keeping employment following a violation of this policy. Specifics on duration and frequency of testing will be detailed in disciplinary agreement.
- 4) **Reasonable Suspicion** – Testing may be conducted on any employee who the District reasonably suspects is impaired by a substance based on objective factors described in this policy.

Employees reasonably suspected of being under the influence of any substance shall be relieved from duty, transported to a testing facility, and then to the employee’s home after the test. The employee will be placed on administrative leave until the District receives the test results. A reasonable suspicion drug test shall follow a split specimen procedure.

After the test results have been processed and all reports have been finalized, the District shall provide the test subject with

1. A copy of the Laboratory Report;
2. The Medical Review Officer’s written report; and
3. A written notice of their right to have the split sample tested at a second DHHS certified laboratory with no affiliation with the laboratory that analyzed the primary specimen.

Refusal to immediately submit to an alcohol and/or drug analysis when requested by District management or law enforcement personnel, or tampering with or substituting a test sample, may constitute insubordination and be grounds for discipline up to and including termination.

DATE: 07/30/24	NUMBER: 2024-03
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The District will give employees an opportunity to list any prescription or over-the-counter medicine or substances that the employee is using that may yield a false positive result. The Firefighter Bill of Rights notice and representation offer will apply.

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The District may conduct a reasonable workplace search as defined in Government Code Section 3259, when there is a legitimate business need to maintain a drug and alcohol-free workplace, when there is reasonable suspicion, and/or to meet the goals of this policy.

The District reserves the right to search without employee consent, all areas and property in which the District maintains control or joint control with the employee provided: the employee is present; or a valid search warrant has been obtained; or the employee has been notified that a search will be conducted. Otherwise, the District may notify appropriate law enforcement agencies that an employee may possess substances in an area not jointly or fully controlled by the District.

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A violation of this policy is grounds for disciplinary action, up to and including termination.

Voluntary, successful participation in a recovery or rehabilitation program by an employee may be a mitigating factor in the District's assessment of any disciplinary action, depending upon the facts and circumstances of each individual case. The District has the discretion to suspend disciplinary action, or place the employee on probation pending successful completion of a recovery program.

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2. Any manager requesting an employee to submit to a drug and/or alcohol test shall document, in writing, the facts constituting reasonable suspicion that the employee in question is intoxicated, impaired, and/or under the influence of drugs including any statements and/or documentation from witnesses and/or supervisors.
3. Managers and/or supervisors must inform an employee who is under suspicion of alcohol or drugs that they have the right to representation during any questioning or interview relating to this issue. The represented employee will also have the right to have union representation accompany them to a collection site during testing.

DATE: 07/30/24	NUMBER: 2024-03
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4. Any manager encountering an employee, who refuses an order to submit to a drug and/ or alcohol analysis upon request, shall remind the employee of the requirements and disciplinary consequences of this policy.
5. Managers and supervisors shall notify the Chief or designee when they have reasonable suspicion to believe that an employee may have substances on the employee's person, or in an area not jointly or fully controlled by the District, or in the course of investigation after an accident. If the Chief or designee concurs that there is reasonable suspicion of possession of controlled substances, the appropriate law enforcement agency shall be notified.
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1. **Drug Testing.** The collection and analysis of urine samples used for drug testing will be conducted consistent with the procedures set forth in 49 CFR Part 40, as amended. The employee shall be personally notified by 0700 hours of their off going shift to immediately meet the Duty Chief at the District's Drug Screening Test provider where a urine specimen will be tested for the presence of the following:
 - a. Amphetamines
 - b. Cocaine
 - c. Opiates (narcotics)
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Note: The legalization of recreational Marijuana use and the passage of AB2188 precludes the District from testing employees for nonpsychoactive cannabis metabolites THC. As of the passage of this policy, there is not an acceptable test that is specific in determining the THC level concentration. It is anticipated that such a test will become available in the coming months at which time the District will incorporate the testing of THC as part of this procedure.

DATE: 07/30/24	NUMBER: 2024-03
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Tests for breath alcohol concentration will be conducted utilizing a National Highway Traffic Safety Administration (NHTSA) approved Evidential Breath Testing device (EBT) operated by a trained Breath Alcohol Technician (BAT). Alcohol screening tests may be performed using a non-evidential testing device which is also approved by the NHTSA. If the initial test indicates an alcohol concentration of 0.02 or greater, a second test will be performed to confirm the results of the initial test. The confirmatory test will be conducted at least fifteen minutes after the completion of the initial test, using a NHTSA approved EBT operated by a trained BAT. The EBT will identify each test by a unique sequential identification number. This number, time, and unit identifier will be provided on each EBT printout. The EBT printout, along with an approved alcohol testing form, will be used to document the test, the subsequent results, and to attribute the test to the correct employee. The test will be performed in a private, confidential manner as required by 49 CFR Part 40, as amended. The procedure will be followed as prescribed to protect the employee and to maintain the integrity of the alcohol testing procedures and the validity of the test result.

An employee who has a confirmed alcohol concentration of 0.04 or greater will be considered a positive alcohol test and in violation of this policy. An employee who has a confirmed alcohol concentration greater than 0.02 but less than 0.04 is not considered positive, the employee will be removed from his/her position for eight hours unless a retest results in a concentration of less than 0.02. An alcohol concentration less than 0.02 will be considered a negative test.

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DATE: 07/30/24	NUMBER: 2024-03
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K. Future Revisions.

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DATE: 07/30/24	NUMBER: 2024-03
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Appendix A: Employee Assistance Program

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DATE: 07/30/24	NUMBER: 2024-03
-------------------	--------------------

APPENDIX A

EMPLOYEE ASSISTANCE PROGRAM

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The District has contracted to provide this EAP program:

Name: Halcyon – Employee Assistance Program

Web Address: halcyoneap.com, Company Code: frms

Phone: 888-425-4800



MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

STAFF SUMMARY REPORT

AGENDA ITEM NUMBER: 6.1

DATE: July 19, 2024

PREPARED BY: Wendy Renwick

SUBJECT: Final Budget for fiscal year 2024/2025

ISSUE AND STAFF REPORT

I'm pleased to present the fiscal year 2024/2025 recommended budget for your consideration.

The budget process this year followed the same methods as in previous years where, the District's Program Coordinators compile and submit their annual requests to support their program areas. This includes annual maintenance, subscriptions, replacements, program enhancements and upgrades. The draft budget document is created and distributed to all employees for review. Our annual budget meeting was held on July 17th to review projects and budgeted expenditures. Subsequently, the approved health care premiums were received, and final adjustments were made to this recommended budget.

REVENUE

This budget is based on our long-standing principles of utilizing actual year-end values or known amounts in determining our budgeted revenue. Property taxes remain the largest revenue source for the District. For fiscal year 24/25 the total property taxes are estimated at \$16,005,734 which is a 6.1% increase over last year's budget. Included in the property taxes again this year is the Recognized Obligation Payment Schedule (ROPS) which is pass through amounts from the Fort Ord redevelopment area. The second largest revenue source, Proposition 172 funds, are budgeted at \$1,484,756 a slight .082% increase from last year. Other highlights on the revenue side include:

- Increase in ambulance revenue by 21.4%/\$150,000, this is consistent with the account trend and the increase in reimbursements with Ground Emergency Medical Transportation- Intergovernmental transfer (GEMT-IGT), Medi-Cal provider collections, and our AMR automatic/mutual aid reimbursement agreement.
- Special taxes (EMS, East Garrison) which are estimated to increase slightly, 2.0%/\$24,000, with the continued development of the East Garrison development.
- Cannabis tax revenue was kept at the status quo, \$375,000. The pending initiative may influence this revenue account.
- SLP Mello Roos is funded at \$336,980 based on our agreement which includes a 4% increase from last fiscal year.

The Total Estimated Revenue for fiscal year 2024/2025 is \$21,007,517.



MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

EXPENSES

Salaries and Benefits

The Salaries and Benefits section contains the provisions of the Memorandum of Understandings with Local 2606 and the Administrative Bargaining Unit. Salary costs have increased 8.0% (\$649,700) based on fiscal year MOU agreements. Benefits costs have increased 5.7% (\$510,283) with much of this increase in the non-reimbursed overtime account. This overtime increase was anticipated due to the large number of new hires and their probationary periods in addition to the full year of SLP 24/7 staffing.

This supports the 70 authorized full-time equivalent employees; 3 Firefighter positions down from last year. We currently have 6 over-hire firefighters to accommodate pending retirements and backfill for paramedic school. Additionally, discussion with Local 2606 leadership requested that SLP shifts continue to be filled with overtime rather than permanent positions. This will be re-evaluated in December to determine the staffing model for fiscal year 25/26.

Maintenance and Operations

The Maintenance and Operations section of the budget provides funding for the ongoing costs of services and supplies. These costs have seen a modest increase of 7.8% (\$263,078), most of which are increase in services and supplies costs.

Debt Services

The debt services costs are down from the previous year, 9.2% (\$227,263), as the final payment of our Capital Loan for the refinance of the Administrative Offices and Carmel Valley Fire debt obligation was made last fiscal year.

Capital Outlay

The capital outlay includes Fixed Assets-Equipment, Fixed Assets-Building and Fire Capital Mitigation Fee. These budgets use a combination of reserve funding and general funds for purchases and maintenance. The highlights of these accounts include:

- One chief officer vehicle
- One new ambulance (carried over from last fiscal year)
- One new Type 3 Engine
- Completion of the Mid Valley sewer connection project
- Extractor for the Chualar Station (carried over from last fiscal year)
- Completion of the Chualar station renovations
- Air conditioning at the Village Station
- Stuccoing the Village Station



MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

Designated Fund Reserve

The designated reserve has been funded in accordance with Board Policy 2021-01 Reserve Funds. This account is funded at \$3,206,093 an increase of 6.6%.

Contingency

Contingency is set at \$60,000.

We are prepared to answer any questions on the recommended budget.

RECOMMENDATION

1. Open public hearing and accept comments from the public regarding the proposed Final Budget for fiscal year 2024/2025; and
 2. Close public hearing; and
 3. Adopt Resolution 2024-22 approving the Final Budget for fiscal year 2024/2025.
-

ATTACHMENT

1. Recommended Final Budget for 2024/2025.
2. Draft Resolution 2024-22.

MONTEREY COUNTY REGIONAL FIRE DISTRICT
Final Budget FY 2024/2025

ESTIMATED REVENUE		
PROPERTY TAXES		16,005,734
SPECIAL TAX	CV EMS	675,000
	EG ST	555,000
PROPOSITION 172		1,484,756
CANNABIS TAX		375,000
FIRE PREVENTION FEE SCHEDULE		150,000
MISCELLANEOUS		
OTHER REVENUE		5,100
SOLAR TAX CREDIT		31,000
INTEREST		63,870
PRIOR YEAR OES/SE REIMBURSEMENTS		157,577
EQUIPMENT RENTAL		45,000
CELL TOWER LEASES		75,000
CSA 74 GRANT		47,500
SALE OF FIXED ASSETS		0
FIRE MITIGATION FEES		130,000
TRAINING/ MPC		20,000
SLP MELLO ROOS REVENUE		336,980
AMBULANCE REVENUE		850,000
MISC. TOTAL		1,762,027
TOTAL ESTIMATED REVENUE		21,007,517

ESTIMATED EXPENSES		
SALARIES		8,728,151
BENEFITS		9,442,724
MAINTENANCE AND OPERATIONS		3,649,401
DEBT SERVICE		2,241,969
CONTINGENCIES		60,000
TOTAL ESTIMATED EXPENSES		24,122,245

TOTAL ESTIMATED REVENUE	21,007,517
TOTAL ESTIMATED EXPENSES	(24,122,245)
NET REVENUE (DEFICIT)	(3,114,728)
PRIOR YEARS CASH AT 6/30/24	7,422,141
2024/2025 DESIGNATED RESERVE	(3,206,093)
CAPITAL EXPENSE	(1,101,320)
NET REVENUE (DEFICIT)	(3,114,728)
BALANCE	0

MONTEREY COUNTY REGIONAL FIRE DISTRICT
Final Budget FY 2024/2025

ACCT# SALARIES & BENEFITS		
5010	SALARIES	8,728,151
5012	LONGEVITY, EDUCATION, BILINGUAL	650,418
50121	PARAMEDIC PAY	254,044
5015	UNIFORM ALLOWANCE	55,043
5016	OVERTIME, NON REIMB	1,864,337
5017	TRAINING OVERTIME	331,655
5018	SICK LEAVE / VACATION BUYOUT	188,890
5020	RETIREMENT	2,205,033
5029	RETIREE HEALTH INSURANCE	425,629
5030	HEALTH INSURANCE & RESERVE	1,976,898
5031	WORKERS COMPENSATION	1,278,579
5034	LONG TERM DISABILITY	26,462
5035	UNEMPLOYMENT INS.	9,856
5036	FICA (Medicare & Social Security)	175,880
TOTAL SALARIES & BENEFITS		18,170,875
MAINTENANCE & OPERATIONS		
5050	PROTECTIVE CLOTHING	153,195
5055	BANK SERVICE CHARGES	2,000
5060	TELEPHONE	37,800
5061	911 DISPATCHING	194,126
5080	FOOD	19,200
5090	STATION EXPENSE	55,888
5111	GENERAL LIABILITY INSURANCE	270,675
5120	VEHICLE MAINTENANCE	347,000
5121	COMMUNICATION MAINTENANCE	28,364
5122	EQUIPMENT MAINTENANCE	236,938
5123	AIR SYSTEMS MAINTENANCE	7,140
5124	BREATHING SUPPORT UNIT	4,900
5125	OFFICE EQUIPMENT MAINTENANCE	24,600
5126	STATION CASCADE SYSTEMS	5,575
5130	BUILDING MAINTENANCE	134,300
5140	MEDICAL SUPPLIES	121,227
5150	MEMBERSHIPS	3,354
5151	SUBSCRIPTIONS	84,528
5170	OFFICE SUPPLIES	36,297
5180	AUDITING SERVICES	31,975
5181	LEGAL COUNSEL	300,000
5182	MEDICAL/PHYSICALS	20,666
5184	OTHER PROF. SERVICES	550,041
5190	LEGAL NOTICES	2,000
5220	SMALL TOOLS	2,100

MONTEREY COUNTY REGIONAL FIRE DISTRICT
Final Budget FY 2024/2025

5230	DISTRICT SPECIAL EXPENSE	73,602
5232	EDUCATION & TRAINING	64,528
5233	CONFERENCES & SCHOOLS	71,248
5250	LEASES & RENTALS	1,000
5251	FUEL	160,000
5261	UTILITIES - GAS & ELECTRIC	62,900
5262	WATER	29,500
5263	SEWER & GARBAGE	12,049
5264	PERMITS	10,905
5280	CITY CONTRACT	450,000
5290	GRANT EXPENSES	39,780
TOTAL MAINT. & OPERATIONS		3,649,401
DEBT SERVICE		
5342	DEBT SERVICE - Principal	1,540,000
5344	DEBT SERVICE - Interest	701,969
TOTAL DEBT SERVICE		2,241,969
CAPITAL OUTLAY		
5350	FIXED ASSETS - Equipment	709,020
5351	FIXED ASSETS - Building	127,300
5352	FIRE CAPITAL FACILITIES MITIGATION	265,000
5354	GRANT CAPITAL EXPENSE	0
TOTAL CAPITAL OUTLAY		1,101,320
3010 DESIGNATED FUND BALANCE		
	EMERGENCIES- Committed	962,490
	APPARATUS REPLACEMENT- Assigned	564,600
	FIRE CAPITAL MITIGATION FEE- Restricted	522,343
	INTERNAL UAL LEAVE PAYOUT AT SEPARATION- Assigned	669,836
	DEFIBRILLATOR AUTOPULSE REPLACEMENT- Assigned	45,802
	SELF CONTAINED BREATHING APPARATUS- Assigned	214,622
	SPECIALIZED EQUIPMENT- Assigned	226,400
TOTAL DESIGNATED FUND BALANCE		3,206,093
3020	CONTINGENCY	60,000
TOTAL ALL ACCOUNTS		\$ 28,429,658

MONTEREY COUNTY REGIONAL FIRE DISTRICT

FY2024/2025

Line Item Budget

ACCT	LINE ITEM DESCRIPTION	QTY	PRICE	TOTAL
	Salaries			
5010	Safety Personnel	1	8,200,415	8,200,415
5010	Misc. Personnel	1	293,374	293,374
5010	FLSA	1	204,106	204,106
5010	Temporary Upgrade Pay (TUP)	1	26,266	26,266
5010	Directors Meetings	7	570	3,990
5010 Total				8,728,151
	Longevity and Education Pay/ Paramedic Pay			
5012	Safety Longevity, Education & Bilingual Pay	1	646,176	646,176
5012	Misc. Longevity & Bilingual Pay	1	4,242	4,242
5012	Paramedic Pay	1	254,044	254,044
5012 Total				904,462
	Uniform Allowance			
5015	Uniform Allowance	1	55,043	55,043
5015 Total				55,043
	Overtime - Non Reimbursed			
5016	Non Reimbursed Overtime	1	1,258,900	1,258,900
5016	Cover Engine for Hose Testing	1	3,947	3,947
5016	Building Maintenance projects (Chualar, Mid Valley)	1	4,000	4,000
5016	Pub Ed Presentations	1	4,000	4,000
5016	SLP Overtime 365 days @ \$67.75	1	593,490	593,490
5016 Total				1,864,337
	Overtime - Non Reimbursed Training			
5017	Training (General)	1	100,000	100,000
5017	New Hire Academy	1043	65	67,795
5017	Training (EMS: ACLS / PALS / AMLS / PHTLS / 12 Lead)	1	25,000	25,000
5017	Training: Mobile Instructor	288	65	18,720
5017	Video Production for Training	1	1,000	1,000
5017	CPR and Safety Sitter Class	1	6,600	6,600
5017	Peer Fitness Training	1	3,000	3,000
5017	Investigator Training	1	4,500	4,500
5017	Paramedic School Overtime	1	20,000	20,000
5017	Prevention Training	1	2,000	2,000
5017	USAR Training Classes	1	30,000	30,000
5017	USAR Training	480	65	31,200
5017	USAR Trailer Checks	96	65	6,240
5017	USAR Off Month Retention	240	65	15,600
5017 Total				331,655
	Sick Leave/Vacation Payout			
5018	40 hour Vacation overage payout	1	61,760	61,760
5018	Leave Payout at Separation	1	127,130	127,130
5018 Total				188,890

MONTEREY COUNTY REGIONAL FIRE DISTRICT

FY2024/2025

Line Item Budget

Retirement				
5020	Safety @ 26.29%, 14.72%	1	1,878,407	1,878,407
5020	Misc. @ 11.49%, 8.18%	1	27,103	27,103
5020	Classic/ Pepra UAL Lump sum Safety \$282,763, Misc. \$3,355	1	286,118	286,118
5020	TUP @ 26.29%	1	6,905	6,905
5020	Moody's	1	500	500
5020	US bank maintenance for Side Fund & UAL	1	6,000	6,000
5020 Total				2,205,033
Retiree Health Insurance				
5029	Retiree Health Insurance	1	423,874	423,874
5029	Retiree Porac dues	1	1,755	1,755
5029 Total				425,629
Health Insurance				
5030	Health Insurance	1	1,803,828	1,803,828
5030	Porac dues	1	3,420	3,420
5030	PEMCHA Admin .32%&.32%	1	6,200	6,200
5030	Dental Insurance	1	137,515	137,515
5030	CPF Admin	1	1,923	1,923
5030	Vision Insurance	1	18,012	18,012
5030	Health Insurance Reserve	1	6,000	6,000
5030 Total				1,976,898
Workers' Compensation Insurance				
5031	Workers' Compensation Insurance	1	1,215,819	1,215,819
5031	Workers' Compensation Mid Layer	1	60,260	60,260
5031	First Aid	1	2,500	2,500
5031 Total				1,278,579
Long Term Disability				
5034	Long Term Disability	1	26,462	26,462
5034 Total				26,462
Unemployment Insurance				
5035	88 Employees @ \$7,000.00 * 1.6%	1	9,856	9,856
5035 Total				9,856
Medicare/Social Security				
5036	Medicare	1	35,020	35,020
5036	Medicare on Salary	1	140,613	140,613
5036	Social Security-Directors * 6.20%	1	247	247
5036 Total				175,880
PROTECTIVE CLOTHING				
5050	Structure Turnouts	20	4,000	80,000
5050	Turnout Boots, Leather	16	400	6,400
5050	Structure Helmets	11	350	3,850
5050	Conway Helmet Shields	16	70	1,120
5050	Structure Hoods	10	130	1,300
5050	Structure Gloves	19	120	2,280

MONTEREY COUNTY REGIONAL FIRE DISTRICT

FY2024/2025

Line Item Budget

5050	Flashlights	10	60	600
5050	Structure Gear Bags	10	95	950
5050	Wildland Pants	65	210	13,650
5050	Wildland Coats	11	330	3,630
5050	Wildland Gloves	15	45	675
5050	Wildland Shrouds	10	70	700
5050	Wildland Bandanas	20	30	600
5050	Wildland Helmets	10	80	800
5050	Wildland Goggles	10	50	500
5050	Wildland Web Gear	9	300	2,700
5050	Wildland Gear Bags	10	90	900
5050	OOC Strike Team Bags	8	100	800
5050	Hot Shields	10	90	900
5050	Rain Gear	10	160	1,600
5050	Gear Keepers	10	25	250
5050	Class A Uniforms	9	1,000	9,000
5050	Class A Alterations	1	800	800
5050	Admin Uniforms	1	2,800	2,800
5050	Ballistic Helmets	8	330	2,640
5050	911 Turnout Rentals	15	750	11,250
5050	USAR PPE for new members	1	2,500	2,500
5050 Total				153,195
	BANK SERVICE CHARGES			
5055	ACH Fees	1	2,000	2,000
5055 Total				2,000
	TELEPHONE			
5060	AT&T	12	800	9,600
5060	Cell Phone and Modems	12	675	8,100
5060	iPad Connectivity	12	700	8,400
5060	Internet Access	12	975	11,700
5060 Total				37,800
	DISPATCHING			
5061	FY24/25 911 Dispatching	1	88,851	88,851
5061	NGEN O&M 150 radios	1	66,243	66,243
5061	NGEN Debt Service	1	39,032	39,032
5061 Total				194,126
	FOOD			
5080	Food	1	18,000	18,000
5080	Food for open house	1	1,200	1,200
5080 Total				19,200
	STATION EXPENSE			
5090	Mission Linen / Cintas (station and shop rags)	12	500	6,000
5090	Costco / Amazon / Coffee	12	2,287	27,444
5090	Pure Water (5 gallon jugs)	12	380	4,560
5090	Bottled Water (pallets)	4	545	2,180
5090	Electrolyte Beverages (pallets)	4	281	1,124
5090	Water Softener Salt	4	728	2,912

MONTEREY COUNTY REGIONAL FIRE DISTRICT

FY2024/2025

Line Item Budget

5090	Sunscreen (gallon jugs)	6	103	618
5090	Extreme Green for poison oak	6	35	210
5090	Ear Protection (disposable foam ear plugs)	6	49	294
5090	Cookware sets (pots and pans)	3	430	1,290
5090	Captain's Cal Card purchases	12	180	2,160
5090	Hero decon wipes and supplies	18	20	360
5090	Entryway Mats (2 per station)	12	83	996
5090	SLP Lazyboy Recliner	1	820	820
5090	Toro Lazyboy Recliners	3	820	2,460
5090	Chualar Lazyboy Recliners	3	820	2,460
5090 Total				55,888
	GENERAL LIABILITY INSURANCE			
5111	General Liability Insurance	1	265,675	265,675
5111	Self-Insurance Claims	1	5,000	5,000
5111 Total				270,675
	VEHICLE MAINTENANCE			
5120	Annual & semi-annual servicing	1	100,000	100,000
5120	Pump repair	1	26,500	26,500
5120	Engine pump testing (Enos Pump)	1	8,500	8,500
5120	General repair	1	100,000	100,000
5120	Unexpected repairs	1	90,000	90,000
5120	LED scene lighting upgrades	4	125	500
5120	Tire replacement (5 year program for engines)	1	18,000	18,000
5120	Upholstery repairs	1	1,000	1,000
5120	USAR Trailer upgrades and improvements	1	2,500	2,500
5120 Total				347,000
	COMMUNICATION MAINTENANCE			
5121	Land Mobile Radio Maintenance/Repair	1	5,373	5,373
5121	Radio Management Licensing and Tech Support	148	32	4,736
5121	RSM Cables - replacement cables for lapel mic's	1	228	228
5121	Carryover and remaining installations base station radios	1	2,500	2,500
5121	Installation Base station radio and Base speaker at R6	1	1,500	1,500
5121	Impres 2 Lithium Ion Battery for Motorola Portable	6	185	1,110
5121	Antenna for Motorola Portable (APX 8000)	3	109	327
5121	Ambulance Speakers	5	800	4,000
5121	New amp to replace loaner amp	1	1,500	1,500
5121	Speakers (1 new and 1 replacement)	2	750	1,500
5121	Minitor 6 Batteries	10	21	210
5121	Alerting Systems Maintenance/Repairs	1	2,662	2,662
5121	Intercom System Maintenance/Repairs	1	878	878
5121	David Clark Gel Ear Cups	10	34	340
5121	Cell Phone Maintenance and Upgrades	1	1,500	1,500
5121 Total				28,364
	EQUIPMENT MAINTENANCE			
5122	PPE Clean & Mend	1	3,000	3,000
5122	Detergent	7	200	1,400
5122	Extractor Maintenance and Labor	2	250	500
5122	Ladder Testing	1	2,200	2,200

MONTEREY COUNTY REGIONAL FIRE DISTRICT

FY2024/2025

Line Item Budget

5122	Hurst eTool Annual Service Testing	1	5,750	5,750
5122	Hurst eTool Battery Replacement	7	900	6,300
5122	Small engine repair	1	7,000	7,000
5122	Tool Maintenance / Replacement	1	8,500	8,500
5122	Amkus Annual Service	3	1,000	3,000
5122	Reserve Ventis MX4 Gas Monitor kit	1	1,500	1,500
5122	USAR Gas Monitor Repair Draeger	1	800	800
5122	Ventis MX4 Multigas Repairs and Sensors	1	1,600	1,600
5122	Wellness Fitness Equipment Maintenance	1	2,275	2,275
5122	Equipment Maintenance - USAR	1	5,000	5,000
5122	Station Camera Maintenance	1	1,200	1,200
5122	Lucas replacement carrying case for R6	1	507	507
5122	LP 1000 replacement batteries	6	417	2,502
5122	Pro Care service for LP 1000 (12 month maintenance)	19	456	8,664
5122	Pro Care service for LP 15 (60 month maintenance)	13	11,020	143,260
5122	Pro Care service for Gurneys (60 month maintenance)	4	7,995	31,980
5122 Total				236,938
AIR SYSTEMS MAINTENANCE				
5123	Honeywell Posi-Check Annual Certification	1	1,310	1,310
5123	Hydro Testing 2019 bottles	6	55	330
5123	Consumables	1	1,000	1,000
5123	Parts inventory	1	1,500	1,500
5123	AV3000 HT SCBA masks	8	375	3,000
5123 Total				7,140
BREATHING SUPPORT UNIT				
5124	Annual Service	1	1,600	1,600
5124	Relief Valve Calibration	4	325	1,300
5124	Misc. Parts / Supplies	1	2,000	2,000
5124 Total				4,900
OFFICE EQUIPMENT MAINTENANCE				
5125	Streamline Website Hosting	12	355	4,260
5125	Admin Copier Maintenance	12	200	2,400
5125	Office 365 renewal	5	100	500
5125	Microsoft 365 Rightworks	12	44	528
5125	Adobe Renewals	4	240	960
5125	Zoom subscription	2	150	300
5125	DocuSign	12	10	120
5125	Google email service	12	585	7,020
5125	Carbonite (3 yr coverage)	1	1,800	1,800
5125	Go Daddy domain costs	1	887	887
5125	Tablet & Case (2nd medic school)	1	725	725
5125	Desktop computer and monitor	1	1,000	1,000
5125	Outside network IT support	1	2,500	2,500
5125	Misc. extra storage, etc.	1	100	100
5125	R7 Conference Room AV	1	1,500	1,500
5125 Total				24,600

MONTEREY COUNTY REGIONAL FIRE DISTRICT

FY2024/2025

Line Item Budget

STATION CASCADE SYSTEMS				
5126	Chualar Kunkle Valve recalibration	4	325	1,300
5126	East Garrison Kunkle Valve recalibration	4	325	1,300
5126	Mid Valley Kunkle Valve recalibration	2	325	650
5126	Mid Valley Annual Service for compressor and air sample	1	1,325	1,325
5126	Misc. Repairs	1	1,000	1,000
5126 Total				5,575
BUILDING MAINTENANCE				
5130	Generator Maintenance	7	2,000	14,000
5130	Furnace Maintenance	8	750	6,000
5130	Overhead Door Maintenance	6	4,500	27,000
5130	Plymovent Maintenance	6	1,900	11,400
5130	Fuel Pump Maintenance	6	700	4,200
5130	Fire Extinguisher Maintenance	1	4,200	4,200
5130	Pest Control	1	3,000	3,000
5130	Sprinkler inspections (Admin,R3,R4,R5,R7) (annuals & 5-yr R7)	1	7,500	7,500
5130	Linear Corporation 4 button remote	1	1,000	1,000
5130	Linear Corporation remote receivers	1	2,200	2,200
5130	R5 Refrigerator	1	1,000	1,000
5130	Safety	1	1,000	1,000
5130	Flammable Materials Cabinet for R2	1	1,800	1,800
5130	Emergency Repairs and Equipment	1	50,000	50,000
5130 Total				134,300
MEDICAL SUPPLIES				
5140	Boundtree (EMS Supplies)	1	100,000	100,000
5140	MedPro Disposal (Haz Waste) R1 & R5	1	3,665	3,665
5140	EMS O2	1	3,176	3,176
5140	Teleflex IO Needles	2	1,793	3,586
5140	CHOMP (ALS Meds)	1	1,000	1,000
5140	Expired Narcotics disposal	1	1,000	1,000
5140	Alcohol Drums (Disinfectant)	2	1,650	3,300
5140	Outfit New Ambulance (gear bags, drug box, IV warmer, etc.)	1	5,500	5,500
5140 Total				121,227
MEMBERSHIPS				
5150	International Code Council	1	145	145
5150	Monterey Bay ICC	1	50	50
5150	Monterey County Fire Prevention Officers	3	25	75
5150	Norcal FPO's	3	65	195
5150	TCFIA-Investigator	1	25	25
5150	CCAI-Investigator	1	100	100
5150	FDAC	1	575	575
5150	Cal Chiefs	1	1,260	1,260
5150	Monterey County Fire Chiefs	1	175	175
5150	Costco	1	130	130
5150	SHRM	1	264	264
5150	Government Finance Officer Association	1	160	160
5150	Cal Chiefs EMS section	1	150	150
5150	NorCal Training Officers	1	50	50
5150 Total				3,354

MONTEREY COUNTY REGIONAL FIRE DISTRICT

FY2024/2025

Line Item Budget

SUBSCRIPTIONS				
5151	Streamline Inspection System	1	4,236	4,236
5151	Flow MSP- Pre fire plans	1	4,300	4,300
5151	Crew Sense	74	62	4,588
5151	Target Safety \$117 per person per year	74	117	8,658
5151	Target Solutions annual maintenance fee	1	195	195
5151	ESO	1	10,636	10,636
5151	Kiptraq	6	2,160	12,960
5151	LogRx Narcotics Tracking	1	4,800	4,800
5151	Knox narc locker software	1	750	750
5151	Incident View	30	90	2,700
5151	Tablet Command	1	23,000	23,000
5151	First Arriving Subscriptions	6	445	2,670
5151	AVENZA Maps Pro annual fee	1	153	153
5151	QuickBooks Enterprise with hosting	12	386	4,632
5151	Dropbox annual subscription	2	125	250
5151 Total				84,528
OFFICE SUPPLIES				
5170	Office Supplies	1	18,000	18,000
5170	ID printer	1	1,947	1,947
5170	Public Education Supplies	1	5,000	5,000
5170	Postage and pre-stamped envelopes	1	3,000	3,000
5170	Open House postage	1	1,350	1,350
5170	Open House signage	1	3,000	3,000
5170	Wildland Flyers	1	2,400	2,400
5170	Postage for wildland flyers	1	1,350	1,350
5170	Door hanger for wildland flyers	1	250	250
5170 Total				36,297
AUDITING SERVICES				
5180	Auditing Services	1	31,975	31,975
5180 Total				31,975
LEGAL COUNSEL				
5181	Legal Counsel	1	300,000	300,000
5181 Total				300,000
MEDICAL/ PHYSICALS				
5182	Annual - Medical Physicals	71	262	18,602
5182	New Hire Drug Testing	6	127	762
5182	Random DOT Drug Tests	2	651	1,302
5182 Total				20,666
OTHER PROF. SERVICES				
5184	Fire Prevention Plan Checks	1	20,000	20,000
5184	Administrative Support	1	82,000	82,000
5184	Engineering for Cannabis plan check	1	5,000	5,000
5184	Rancho Cielo hydrant program	1	4,000	4,000
5184	Tax Admin Charges	1	145,000	145,000
5184	Election Costs	1	75,000	75,000

MONTEREY COUNTY REGIONAL FIRE DISTRICT

FY2024/2025

Line Item Budget

5184	Firefighter Backgrounds	6	1,125	6,750
5184	FY 23/24 Backgrounds carryover	1	1,450	1,450
5184	Firefighter Written Test	1	700	700
5184	Firefighter Job Posting (governmentjobs.com)	1	199	199
5184	Live Scans / Fingerprint apps	6	32	192
5184	FCTC Costs	6	600	3,600
5184	LAFCO Fee	1	22,680	22,680
5184	CalPERS Sec 218 Agreement Fees	1	780	780
5184	Admin Office cleaning service	12	1,100	13,200
5184	CLA Consulting	1	7,000	7,000
5184	SCI Special Tax Consultant (EG and EMS tax)	1	14,400	14,400
5184	Whitman Billing Ambulance 6.5% of ambulance revenue	1	55,250	55,250
5184	PP-GEMT-IGT	1	72,000	72,000
5184	Backflow Preventer Testing (R1, R2, R4, R7)	1	1,800	1,800
5184	Alarm Inspection, Testing and Maintenance (Admin, R4, R7)	4	300	1,200
5184	Alarm Monitoring Fee (Admin, R4, R7)	12	195	2,340
5184	Medical Director for prescribing narcotics	1	15,500	15,500
5184 Total				550,041
	LEGAL NOTICES			
5190	Legal Notices	1	2,000	2,000
5190 Total				2,000
	SMALL TOOLS			
5220	All Stations	6	350	2,100
5220 Total				2,100
	DISTRICT SPECIAL EXPENSE			
5230	Par tags	80	5	400
5230	Accountability materials	1	400	400
5230	Engine Rope Rescue Equipment	1	800	800
5230	Fol-da-Tank liner replacement	1	1,500	1,500
5230	Class A foam (pallet)	1	8,540	8,540
5230	Nozzles	2	1,600	3,200
5230	Water Thiefs	2	1,300	2,600
5230	Victim Harnesses	10	300	3,000
5230	Pickoff Straps	4	75	300
5230	DCS Hose Testing	1	8,960	8,960
5230	5" Hard suction hoses	4	680	2,720
5230	3" Hard suction hoses	2	325	650
5230	1"x50' Booster hose for 5532	2	655	1,310
5230	1.75"x50' Attack hose for rack	12	506	6,072
5230	3"x50' Hose	6	480	2,880
5230	5"x100' Hose	3	1,139	3,417
5230	Hose rubbers	4	18	72
5230	Status Boards for Stations	2	500	1,000
5230	Assault Bike	7	950	6,650
5230	TRX Suspension System	7	197	1,379
5230	Slam Ball	7	29	203
5230	Bumper Plates	6	477	2,862
5230	Rower for SLP	1	1,122	1,122
5230	Weight Tree for Bumper Plates	6	88	528

MONTEREY COUNTY REGIONAL FIRE DISTRICT

FY2024/2025

Line Item Budget

5230	Folding Squat rack for R1	1	1,687	1,687
5230	Functional trainer for R1	1	2,425	2,425
5230	Adjustable weight bench for R1	1	485	485
5230	Foam Rollers	7	15	105
5230	Cancer Screening for 6 Individuals	6	600	3,600
5230	Flags - 7 American, 7 State	1	750	750
5230	Knox Padlocks	10	175	1,750
5230	Knox Key Switch	3	145	435
5230	Prevention chairs for pub ed events	2	150	300
5230	Drone batteries	6	200	1,200
5230	Hydrant test supplies	1	300	300
5230 Total				73,602
EDUCATION & TRAINING				
5232	IFSTA online subscription	71	33	2,343
5232	Training props and materials	1	50,000	50,000
5232	EMT recert	20	37	740
5232	EMTP (CA Paramedic - every 2 years)	21	250	5,250
5232	CPR Cards	10	10	100
5232	AMLS / 12 Lead	30	40	1,200
5232	PALS (every 2 years)	20	80	1,600
5232	ACLS (every 2 years)	20	80	1,600
5232	ITLS/PHTLS (every 3 years)	20	42	840
5232	PERL Book	1	110	110
5232	California and Federal Labor Law Posters	9	65	585
5232	ERG Guidebooks	16	10	160
5232 Total				64,528
CONFERENCES & SCHOOLS				
5233	Training Classes - Company Officer, etc.	1	25,000	25,000
5233	Fresno Fire Symposium	3	2,250	6,750
5233	CFED Conference	3	2,000	6,000
5233	PHTLS Instructor Recertification	2	300	600
5233	Paramedic School (Duran complete and 2 new)	1	17,700	17,700
5233	HR Training	1	3,000	3,000
5233	Peer Fitness Course	2	799	1,598
5233	GFOA Courses	1	1,000	1,000
5233	PC832 Class	1	2,000	2,000
5233	CCAI Conference (Fire Investigator)	1	3,000	3,000
5233	EMS World Expo 2024 Conference	2	2,300	4,600
5233 Total				71,248
LEASES & RENTALS				
5250	Leases and Rentals	1	1,000	1,000
5250 Total				1,000
FUEL				
5251	Fuel	1	160,000	160,000
5251 Total				160,000

MONTEREY COUNTY REGIONAL FIRE DISTRICT

FY2024/2025

Line Item Budget

UTILITIES GAS & ELECTRIC				
5261	Utilities Gas & Electric	1	62,900	62,900
5261 Total				62,900
WATER				
5262	Water	1	29,500	29,500
5262 Total				29,500
SEWER & GARBAGE				
5263	Sewer & Garbage	1	12,049	12,049
5263 Total				12,049
PERMITS				
5264	Air Pollution permits Generator	2	420	840
5264	Generator Toxics	2	115	230
5264	Air Pollution permits Gasoline pumps	4	290	1,160
5264	Gasoline nozzle permits	4	60	240
5264	Gasoline Toxics	4	115	460
5264	California Water Quality Control Board - Toro Creek permit	1	440	440
5264	Property Tax	1	1,300	1,300
5264	CUPA Business permit fee 24/25	6	990	5,940
5264	CUPA Generator fee 24/25	1	295	295
5264 Total				10,905
CITY CONTRACT				
5280	City Contract	1	450,000	450,000
5280 Total				450,000
GRANT EXPENSES				
5290	Grant writing expense	1	10,000	10,000
5290	AFG Grant Match	1	14,500	14,500
5290	CalFire Grant Match - 50% grant match eligible	1	15,280	15,280
5290 Total				39,780
DEBT SERVICES - PRINCIPAL				
5342	UAL Classic PERS	1	840,000	840,000
5342	Side Fund	1	700,000	700,000
5342 Total				1,540,000
DEBT SERVICES - INTEREST				
5344	UAL Classic PERS	1	554,301	554,301
5344	Side Fund	1	147,668	147,668
5344 Total				701,969
FIXED ASSETS - EQUIPMENT - Greater than 2,500 per item				
5350	Chief Officer Vehicle	1	75,000	75,000
5350	Leader Ambulance	1	300,000	300,000
5350	Type III Engine	1	290,000	290,000
5350	Chualar Extractor	1	40,000	40,000
5350	LP1000 dedicated for White Stanley	1	4,020	4,020
5350 Total				709,020

MONTEREY COUNTY REGIONAL FIRE DISTRICT

FY2024/2025

Line Item Budget

FIXED ASSETS - BUILDING - Greater than 10K				
5351	R5 Apparatus Door and Opener	1	17,300	17,300
5351	Village Station Stucco Project	1	80,000	80,000
5351	Village Station Air Conditioning	1	30,000	30,000
5351 Total				127,300
FIXED ASSETS - FIRE MITIGATION				
5352	Type III Engine	1	210,000	210,000
5351	Mid Valley sewer connection	1	30,000	30,000
5352	Chualar Station Completion	1	25,000	25,000
5352 Total				265,000
DESIGNATED FUND RESERVE				
	EMERGENCIES- Committed	1	962,490	962,490
	APPARATUS REPLACEMENT- Assigned	1	564,600	564,600
	FIRE CAPITAL MITIGATION FEE- Restricted	1	522,343	522,343
	INTERNAL UAL LEAVE PAYOUT AT SEPARATION- Assigned	1	669,836	669,836
	DEFIBRILLATOR REPLACEMENT - Assigned	1	45,802	45,802
	SELF CONTAINED BREATHING APPARATUS- Assigned	1	214,622	214,622
	SPECIALIZED EQUIPMENT- Assigned	1	226,400	226,400
3010 Total				3,206,093
CONTINGENCY				
3020	Contingency	1	60,000	60,000
3020 Total				60,000
Grand Total				\$28,429,658

**BEFORE THE BOARD OF DIRECTORS
OF THE MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT**

RESOLUTION 2024-22

RESOLUTION APPROVING THE FINAL BUDGET FOR FISCAL YEAR 2024/2025.

WHEREAS, the Monterey County Regional Fire Protection District (hereafter “District”) is a public agency located in the County of Monterey, State of California; and

WHEREAS, the Board of Directors of Monterey County Regional Fire Protection District held a meeting on July 30th 2024 in accordance with section 13893 of the Health and Safety code.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors approved in accordance with Section 13895 of the Health and Safety Code, the final budget for the Fiscal Year 2024-2025, and is hereby adopted, which includes the following expenditures:

Estimated Expenses:

Salaries	\$ 8,728,151.00
Benefits	\$ 9,442,724.00
Maintenance & Operations	\$ 3,649,401.00
Debt Service	\$ 2,241,969.00
Contingencies	\$ 60,000.00
Total Estimated Expenses	\$24,122,245.00

PASSED AND ADOPTED by the Board of Directors of the Monterey County Regional Fire Protection District this 30th day of July 2024.

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Aimee Dahle, President

Jim Slaten, Secretary



MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

STAFF SUMMARY REPORT

AGENDA ITEM NUMBER: 6.2

DATE: July 18, 2024

PREPARED BY: David Sargenti

SUBJECT: Public hearing regarding the annual updating of the Fire District's Fee Schedule, establishing the Unit of Cost and the Current Rate for fiscal year 2024/2025.

ISSUE AND STAFF REPORT

District Ordinance 1997-01 sets forth provisions to annually update the "Unit of Cost Calculation" and the "Current Rate" for the Fire District's Fee Schedule through resolutions.

District Ordinance 2016-01 sets forth provisions to recover costs associated with the enactment of Proposition 64.

Unit of Cost

The unit of cost calculation is determined by a long-standing formula that takes into consideration the staff of the Fire Prevention Division and the administrative components that support the work of the Division. This formula calculates hourly rate or "unit of cost" of the Division for plan check, project review, inspection, and Fire Prevention Division Support.

The unit of cost calculation composition includes the following:

- Fire Marshal 40%
- Deputy Fire Marshal 70%
- Fire Prevention Specialist 70%
- Office Administrator 45%
- Finance Officer 25%
- Building and Grounds fee
 - The Fire Prevention Division occupies approximately 22% of our current administration building. This fee represents the hourly rate for the percentage that the Fire Prevention Divisions occupies the administrative offices.
- Vehicle Expense hourly rate
 - This fee is based on the hourly OES vehicle reimbursement rate.

The Unit of Cost structure is detailed in Resolution 2024-23, Attachment A. For fiscal year 2024/2025 the Unit of Cost is \$296.42 which is an 8.5% increase from last year.



MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

The Development Schedule details the number of unit of costs that will be applied based on the degree and intensity of the proposed development. The development schedule is defined in Resolution 2024-23 Attachment B.

Current Rate

The Fire District's Current Rate reflects the hourly reimbursement rates as adopted by California Office of Emergency Services and the Federal Emergency Management Agency for personnel costs, apparatus, and staff vehicles. The medical treatment and supply costs for our ambulance transport are based on our costs to support the ambulances transport program. The administrative surcharge has been updated to reflect the current salaries and benefits of the identified employees. The Current Rate is detailed in Attachment A of Resolution 2024-24.

RECOMMENDATION

1. Open public hearing and accept comments from the public regarding the proposed Unit of Cost and Current Rate for fiscal year 2024/2025; and
 2. Close public hearing; and
 3. Adopt Resolution 2024-23 establishing the Unit of Cost Calculation and Unit of Cost for fiscal year 2024/2025; and
 4. Adopt Resolution 2024-24 establishing the Current Rate for the District's Fee Schedule for fiscal year 2024/2025.
-

ATTACHMENTS

1. Draft Resolution 2024-23.
2. Draft Resolution 2024-24.

**BEFORE THE BOARD OF DIRECTORS
OF THE MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT**

RESOLUTION NO. 2024-23

**RESOLUTION DEFINING THE UNITS OF COST CALCULATION AND THE UNIT OF
COST FOR THE MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT FEE
SCHEDULE FOR FISCAL YEAR 2024/2025**

WHEREAS, the Monterey County Regional Fire Protection District is a public agency located in the County of Monterey, State of California; and

WHEREAS, the District desires to update the Unit of Cost for the purpose of the District's Fee Schedule; and

WHEREAS, the unit of cost calculation is determined by a long-standing formula that takes into consideration the staff of the Fire Prevention Division and the administrative components that support the work of the Fire Prevention Division; and

WHEREAS, the unit of cost calculation calculates the hourly rate of the Fire Prevention Division for plan check, project review, inspection and Fire Prevention Division support; and

WHEREAS, the Unit of Cost for fiscal year 2024/2025 has been established at \$296.42. The Unit Cost structure is detailed in Attachment A; and

WHEREAS, the Development Schedule identifying the number of units applied based on the degree and intensity of proposed development is defined in Attachment B.

NOW, THEREFORE, BE IT RESOLVED THAT the Unit of Cost and the Development Schedule shall become, upon adoption of this Resolution, the established Unit of Cost and Development Schedule for the District, and such cost shall be used by the District in its fee schedule including, but not limited to the statutory authority of cost recovery, pursuant to Health and Safety Code Section 13916.

BE IT FURTHER RESOLVED THAT, the Fire Chief is hereby authorized to take all other actions and execute any other documents as necessary to implement the intent of this Resolution.

PASSED AND ADOPTED by the Board of Directors of the Monterey County Regional Fire Protection District this 30th day of July 2024.

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Aimee Dahle, President

Jim Slaten, Secretary

ATTACHMENT "A"

Unit of Cost - Fiscal Year 2024/2025

Category	Rates	Monthly	Hourly
40%			
Base Salary (Division Chief/Fire Marshal)*40%	\$15,228.30	\$15,288.30	\$87.86
Longevity Pay	3.50%	\$532.99	\$3.07
Uniform Allowance	\$850.08	\$70.84	\$0.41
Long Term Disability	\$354.00	\$29.50	\$0.17
Workers Compensation Insurance	12.95%	\$2,054.08	\$11.85
Medicare	1.45%	\$229.99	\$1.33
UI & ETT (on \$7,000 max per year)	1.60%	\$9.33	\$0.05
PERS Employer Contribution	26.290%	\$4,162.27	\$24.01
PERS UAL Classic	31.266%	\$4,950.07	\$28.56
PERS Side Fund	19.370%	\$3,066.68	\$17.69
Health, Dental and Vision Insurance	\$2,965.60	\$2,965.60	\$17.11
		\$33,299.66	\$192.11
		40% =	\$76.85 *
70%			
Base Salary (Deputy Fire Marshal)*70%	\$9,388.90	\$9,388.90	\$54.17
Longevity Pay	0.00%	\$0.00	\$0.00
Uniform Allowance	\$850.08	\$70.84	\$0.41
Long Term Disability	\$354.00	\$29.50	\$0.17
Workers Compensation Insurance	8.08%	\$766.73	\$4.42
Medicare	1.45%	\$137.59	\$0.79
UI & ETT (on \$7,000 max per year)	1.60%	\$9.33	\$0.05
PERS Employer Contribution	14.720%	\$1,382.05	\$7.97
Health, Dental and Vision Insurance	\$2,965.60	\$2,965.60	\$17.11
		\$14,750.54	\$85.10
		70% =	\$59.57 *
70%			
Base Salary (Fire Prevention Specialist)*70%	\$8,182.92	\$8,182.92	\$46.90
Longevity Pay	0.00%	\$0.00	\$0.00
Uniform Allowance	\$850.08	\$70.84	\$0.41
Long Term Disability	\$354.00	\$29.50	\$0.17
Workers Compensation Insurance	8.08%	\$664.92	\$3.84
Medicare	1.45%	\$119.32	\$0.69
UI & ETT (on \$7,000 max per year)	1.60%	\$9.33	\$0.05
PERS Employer Contribution	26.290%	\$2,155.72	\$12.44
PERS UAL Classic	31.266%	\$2,563.74	\$14.79
PERS Side Fund	19.370%	\$1,588.29	\$9.16
Health, Dental and Vision Insurance	\$1,040.75	\$1,040.75	\$6.00
		\$16,371.34	\$94.45

MONTEREY COUNTY REGIONAL FIRE

RESOLUTION NO. 2024-23

70% = \$66.12 *

Unit of Cost - Fiscal Year 2024/2025

Category	Rates	Monthly	Hourly
45%			
Base Salary (Office Administrator)*45%	\$6,774.90	\$6,774.90	\$39.09
Longevity Pay	2.50%	\$169.37	\$0.98
Long Term Disability	\$354.00	\$29.50	\$0.17
Workers Compensation Insurance	8.08%	\$563.48	\$3.25
Medicare	1.45%	\$101.12	\$0.58
UI & ETT (on \$7,000 max per year)	1.60%	\$9.33	\$0.05
PERS Employer Contribution	11.490%	\$797.90	\$4.60
PERS UAL Classic	31.266%	\$2,171.20	\$12.53
Health, Dental and Vision Insurance	\$2,866.03	\$2,866.03	\$16.53
		\$13,482.83	\$77.79
		45% =	\$35.00 *
25%			
Base Salary (Finance Officer)*25%	\$9,257.24	\$9,257.24	\$53.41
Longevity Pay	0.00%	\$0.00	\$0.00
Long Term Disability	\$354.00	\$29.50	\$0.17
Workers Compensation Insurance	8.08%	\$750.37	\$4.33
Medicare	1.45%	\$134.66	\$0.78
UI & ETT (on \$7,000 max per year)	1.60%	\$9.33	\$0.05
PERS Employer Contribution	8.18%	\$757.24	\$4.37
Health, Dental and Vision Insurance	\$1,040.75	\$1,040.75	\$6.00
		\$11,979.09	\$69.11
		25% =	\$17.28 *
Buildings and Grounds	\$526.17		\$3.04
*based on our loan of \$1,722,000 x 22% / 720 mos. \$526.17/173.33 hrs in a month equals the per hour cost			\$3.04 *
Staff Vehicle (one hour) based on current OES reimbursement rate for a ¾ ton pickup \$265/day	\$265.00		\$11.04
			\$11.04 *
Subtotal			\$268.90
Administrative Surcharge	10.23%		\$27.52 *
Total Hourly Rate		Unit of Cost	<u>\$296.42</u>

ATTACHMENT “B”

DEVELOPMENT SCHEDULE
(PLAN REVIEW, PLAN CHECK,
AND NEW CONSTRUCTION INSPECTION)

- RE-DEVELOPMENT CONSULTATION.....1.0 Unit + Actual Cost
- ROADWAY PLAN CHECK AND INSPECTION
 - Industrial/Commercial, Standard Subdivision2.0 Units + Actual Cost
 - Minor Subdivision (residential).....1.0 Unit + Actual Cost
- WATER SYSTEM PLAN CHECK AND INSPECTION
 - Industrial/Commercial, Standard Subdivision.....3.0 Units + Actual Cost
 - Minor Subdivision (residential).....1.0 Unit + Actual Cost
- BUILDING CONSTRUCTION AND PLAN CHECK INSPECTION
 - Commercial/Industrial2.0 Units + Actual Cost
 - Single Family and Duplex Residential Dwelling.....1.0 Unit
 - Residential Subdivisions (3 or more dwelling development)0.5 Unit per Permit
- OTHER PLAN REVIEWS
 - Including, but not limited to: Single Family Dwelling Additions,
Detached Garages, Swimming Pools, Out Buildings, Demolition,
Underground Tank Removal, Grading Permit, Lot Line Adjustment,
and Security Gate1.0 Unit
- AUTOMATIC SPRINKLER SYSTEMS PLAN CHECK.
 - Commercial Pre-Submittal Review.....1.0 Unit + Actual Cost
 - Commercial Fm.al Plan Check.....1.0 Unit + Actual Cost
 - Single Family and Duplex Residential Pre-Submittal Review.....0.5 Unit
 - Single Family and Duplex Residential Final Plan Check.....1.0 Unit
 - Single Family Residential Subdivisions Final Plan Check.....1.0 Unit per Model
- AUTOMATIC SPRINKLER SYSTEMS INSPECTION
 - Commercial/Industrial (Warehouse)2.0 Unit + Actual Cost
 - Commercial/Industrial/Multi-Family2.0 Unit + Actual Cost
 - Single Family and Duplex Residential (2 inspections)1.0 Unit
 - Single Family Subdivisions. (In groups of 3 or more)0.5 Unit
- FIRE ALARM SYSTEM, HOOD & DUCT SYSTEMS, SPRAY BOOTH, TENANT
IMPROVEMENT, TANK INSTALLAUON, STANDPIPE SYSTEM LIQUEFIED PETROLEUM
GAS, COMPRESSED GAS INSTALLATION MEDICAL GAS SYSTEM, SPECIALIZED
PROTECTION/DETECTION SYSTEM
 - Plan Check and Inspection2.0 Units+ Actual Cost
- FIRE PUMP
 - Plan Check and Inspection3.0 Units + Actual Cost
- RE REVIEW REQUIRED BY FAILURE TO MEET STANDARDS
ON FIRE PROTECTION SYSTEMS SUBMITTALS1.0 Unit + Actual Cost
- ADDITIONAL PLAN REVIEW REQUIRED BY CHARGES,
ADDITIONS OR REVISIONS TO APPROVED PLANS1.0 Unit + Actual Cost
- PLAN CHECK or INSPECTION EXPEDITE FEE2.0 Units + Actual Cost
- SCHOOL SITE PLAN APPROVAL & INSPECTION (State-regulated) ...1.0 Unit + Actual Cost

FEES FOR EACH OCCURRENCE OR USE

- PERSONNEL/APPARATUS STANDBY.....Current Rate
- RESPONSE TO UNLAWFUL BURNS
 - Burning without permit or outside the parameters of the permit.....Current Rate
- SPECIAL EVENTS:
 - Tents, Canopies, Street Fairs, Carnivals, Circuses, Candles in Assemblies, etc.
 - Pre-Submittal Review.....1.0 Unit + Actual Cost
 - Actual Plan Check.....1.0 Unit + Actual Cost
 - Inspections.....1.0 Unit + Actual Cost
 - Food Booth Permits..... 0.5 Unit per Booth
- WATER FLOW DATA REQUEST
 - Requiring Field Work.....1.0 Unit + Actual Cost
 - Available Data.....1.0 Unit + Actual Cost

**BEFORE THE BOARD OF DIRECTORS
OF THE MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT**

RESOLUTION NO. 2024-24

**RESOLUTION ESTABLISHING A CURRENT RATE FOR THE MONTEREY
COUNTY REGIONAL FIRE PROTECTION DISTRICT FEE SCHEDULE FOR FISCAL
YEAR 2024/2025**

WHEREAS, the Monterey County Regional Fire District is a public agency located in the County of Monterey, State of California; and

WHEREAS, the District desires to establish a Current Rate reflecting the hourly reimbursement rates for personnel, apparatus, staff vehicles, outside services (technical services, technical rescues, specialized equipment, ambulance service and supplies etc.); and

WHEREAS, the Current Rate, Medical Treatment and Supply Costs for Ambulance transport, and Administrative Surcharge is detailed in Attachment A.

NOW, THEREFORE, BE IT RESOLVED THAT, the Current Rate shall become, upon adoption of this Resolution, the established Current Rate of the District, and such rate shall be used by the District in its fee schedule including, but not limited to, the statutory authority of cost recovery, Government Code Sections 53150, *et seq.*, Health and Safety Code Sections 13009, 13009.1 and Health and Safety Code Section 13009.6, and Health and Safety Code Section 13916.

BE IT FURTHER RESOLVED THAT, the Fire Chief is hereby authorized to take all other actions and execute any other documents necessary to implement the intent of this Resolution.

PASSED AND ADOPTED by the Board of Directors of the Monterey County Fire Protection District this 30th day of July 2024.

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Aimee Dahle, President

Jim Slaten, Secretary

ATTACHMENT "A"

The current hourly reimbursement rate for costs of apparatus, staff vehicles, and personnel are calculated as follows:

1. Current hourly rate for employees on duty (straight time) includes:
 - a) Base salary;
 - b) Educational incentive/longevity pay
 - c) Paramedic Pay
 - d) Worker's compensation premium
 - e) Unemployment Insurance and E. T. Tax
 - f) Long Term Disability
 - g) PERS (employer contribution)
 - h) Health Dental & Vision
 - i) Uniform Allowance

2. Current hourly rate for employees on overtime includes:
 - a) Base salary at the time-and-a-half overtime rate
 - b) Educational incentive/longevity pay at the time-and-a-half overtime rate
 - c) Worker's compensation premium

3. Current hourly equipment rate for apparatus & ambulance is:
 - a) Type I Engine \$173.47
 - b) Type II Engine \$163.55
 - c) Type III Engine \$156.74
 - d) Type IV-VII Engine \$150.47
 - e) Water Tender Tactical I \$148.07
 - f) Ambulance FEMA Rate \$48.32
 - g) Mobile Air & Light Unit FEMA \$182.81
 - h) Dump Trailer FEMA Rate \$16.57

4. Current daily rate for staff vehicles is:
 - a) Sedan \$226.00 per day
 - b) Pickup \$166.00 per day
 - c) Sport Utility Vehicles \$279.00 per day
 - d) Other (3/4 ton & above) \$265.00 per day

5. Administrative Surcharge (based on hourly rate) 10.23%

Medical treatment and supply costs for Ambulance transport

	Outside District Rate	Inside District Rate
ALS BASE RATE	4107.49	4107.49
NON-EMERGENCY ALS BASE	4107.49	4107.49
BLS BASE RATE	4107.49	4107.49
NON-EMERGENCY BLS BASE	4107.49	4107.49
MILEAGE	89.05	89.05
OXYGEN	266.17	266.17
INTUBATION SUPPLIES	713.10	713.10
IO SUPPLIES	648.86	648.86
EKG ELECTRODES	138.69	138.69
SUPRAGLOTTIC AIRWAY	683.48	683.48
CANNULA	36.07	36.07
NON-REPREATHER MASK	20.29	20.29
EMESIS BASIN	9.20	9.20
DISPOSABLE LINEN	66.54	66.54
BAG VALVE MASK	158.31	158.31
CPR COMPRESSION DISPOSABLES	40.00	40.00
RESTRAINTS DISPOSABLE	69.27	69.27
SPLINT ARM	33.82	33.82
CHUX PAD	12.45	12.45
ASPIRIN	1.88	1.88
ALBUTEROL NEBULIZER	84.15	84.15
ATROPINE	68.88	68.88
DEXTORSE 50%	67.70	67.70
MORPHINE	53.12	53.12
NARCAN	133.44	133.44
NITROSPRAY	34.92	34.92
ADENOSINE	314.59	314.59
GLUCOSE	43.89	43.89
NITROGLYCERINE (tablet)	30.19	30.19
NORMAL SALINE INFUSION	193.49	193.49
KETAMINE	88.12	88.12
CERVICAL SPINE	274.91	274.91
PULSE OXIMETRY	110.05	110.05
EKG MONITOR	242.26	242.26
BLOOD GLUCOSE TEST	123.46	123.46
UNIVERSAL PRECAUTIONS	49.96	49.96
CPAP PROCEDURE/ SUPPLIES	494.73	494.73

2024-2025 Administrative Surcharge

	SALARY & BENEFITS	% ADMIN	TOTAL ADMIN
FIRE CHIEF	\$502,225	95%	\$477,114
DEPUTY CHIEF	\$462,990	95%	\$439,841
DC EMS	\$379,994	95%	\$360,995
DC PREVENTION	\$399,596	60%	\$239,758
DC TRAINING	\$366,698	70%	\$256,689
DEPUTY FIRE MARSHAL	\$177,007	60%	\$106,204
FIRE PREV SPEC	\$196,456	60%	\$117,874
OFFICE ADMIN	\$161,794	100%	\$161,794
HR OFFICER	\$157,562	100%	\$157,562
FINANCE OFFICER	\$143,749	100%	\$143,749
	<u>\$2,948,073</u>		<u>\$2,461,580</u>
			<u>\$2,461,580</u>
		23/24 (S/B + M/O + UAL + SF)	\$24,062,244
			10.23%



MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

STAFF SUMMARY REPORT

AGENDA ITEM NUMBER: 7.1

DATE: July 22, 2024

PREPARED BY: David Sargenti

SUBJECT: Commercial Cannabis Tax Initiative Petition

ISSUE AND STAFF REPORT

Measure H, the Fire District's Commercial Cannabis Business Tax, was approved by voters in 2018 by a super majority vote. Working closely with industry leaders and planning for increased service demands to our First Responders and Fire Prevention Division, our goal was to have the new cannabis industry pay its fair share without impacting the Fire District general fund or the essential services we provide to the District as a whole.

The Commercial Cannabis Business Tax provides funding to support the demands of the cannabis operations within the Fire District, conducting nearly 100 compliance inspections and site visits annually and working with 30 different operators to ensure safe and compliant facilities. By meeting with the individual Operators and understanding their specific cultivation and harvesting processes, we support and assist Operators to navigate and implement required Fire and Life Safety Codes, obtain required permits, and adopt modern safety practices. The funds generated from this tax are used to support 4.5 full time equivalent (FTE) District employees with 3.5 firefighters on the fire engines and 1 fire prevention staff dedicated to the cannabis industry.

The District supports the cannabis industry and consider ourselves active partners in helping this industry grow their business through the relevance of our Mission Statement of "prevention, training and education". Our cooperative engagement with the Operators have identified hundreds of dangerous code violations, workplace and facility hazards, and threats to workers, business assets, the general public and First Responders. Our Prevention programs are tailored to focus on required safety measures such as emergency access, water supply, fire sprinklers, alarm systems, and business response plans. The time and effort invested in cannabis facility training and education, for both the Operators and our Firefighters, has been instrumental to the successful outcome of a variety of incidents which have occurred at these facilities since 2018.

The Commercial Cannabis Business Tax is based on a square foot usage formula in the following categories and is adjusted annually based on the June CPI numbers.

- Cultivation- \$0.22 square foot
- Nursery \$0.12 square foot
- Manufacturing \$1.23 square foot
- Retail \$1.23 square foot



MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

The Fire District remains flexible and allows the 30 Operators to adjust the square footage based on actual use, at any time. Actual taxes paid by Operators for nursery and cultivation varies from around \$2,000 annually for the smallest operations to around \$42,000 annually for the largest. The Fire District expects to collect \$375,000 in taxes for the fiscal year 2024/2025, all of which is used to support the Firefighters on the engines and necessary Fire Prevention staff.

On March 1, the Fire District received a Notice of Intention to Circulate Initiative Petition to repeal, in its entirety, our Commercial Cannabis Business Tax. The Initiative entitled "Save Monterey County Jobs" states that "California's cannabis industry is being strangled by costly regulations and high taxes which are driving many legitimate businesses to the brink of insolvency and empowering a surging black market." It goes on to state that, "In 2018, through Measure H, the governing board of the Monterey County Regional Fire District imposed one such tax – an onerous annual special tax on commercial cannabis business activity, including cultivation, processing, manufacturing, transporting, distributing, packaging, delivering, and selling." The initiative is silent to the impacts of the Cannabis industry on the Fire District operations and Fire Prevention Division. Our tax does not place any fiscal burden on transporting, distributing, or delivery of cannabis products.

On June 21, the Monterey County Elections Department provided a Certificate of Signature Verification for the Initiative Petition "Save Monterey County Jobs". The proponents had submitted 1,174 signatures to the Elections Department with 860 signatures deemed valid. This exceeded the required 841 signatures required by the Elections Code (5% of District voters that voted in the last election for Governor of the State). In doing so, the Board of Directors must act on the Initiative Petition.

The Elections Code requires that if a special district receives an initiative petition that qualified for the ballot, the District must either (1) adopt the initiative, without alteration at its next regular meeting; or (2) submit the ordinance, without alteration, to the voters consistent with Section 1405.

The District must submit a resolution ordering an election, requesting the County Elections Department to conduct the election, requesting consolidation of the election with the statewide election on November 5th 2024. The resolution shall also include details in relation to the full text of the ballot Measure and the actual ballot question with the required voter approval requirement for the measure to pass. This resolution and associated documents are due to be submitted to the Monterey County Elections Department by August 9th. The District can withdraw the ballot measure with concurrence of the proponents no later than August 14th. Additionally, the proponents may revoke the petition no later than August 9th.

The cost of the election (estimated between \$180,000 to \$250,000) must be funded by the Fire District. If 50%+1 of the votes cast is in favor of the proposed initiative, then the existing Commercial Cannabis Business Tax will be repealed. All taxes assessed prior to the vote are obligations of the Cannabis operators and will remain due to the District for fiscal year 2024/2025.



MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

Staff has had discussions with our special tax consultant, SCI Consulting Group, to provide us with a quote for on-call non-advocacy information outreach services and optional direct mail support. Their quote is attached along with details of their services.

We have begun the process of educating our residents, business and community leaders on the effects of the potential loss of this revenue source. This communication has been very well received with positive support to fight the repeal efforts. The main driver that has been relayed to us is the lack of support for the subsidy of property taxes to the cannabis industry. Coordination and constant communication with Monterey County Regional Fire Protection District Fire Fighter Association, Local 2606, has been outstanding. They have already mobilized efforts to gain support from neighboring public safety labor associations, community groups, homeowners associations, and professional organizations. This can be seen with the numerous letters of support from public safety associations, labor groups and community leaders attached to this staff report. The entire MCRFD organization and our community partners are extremely focused on this task with the common goal of educating citizens about the detrimental impacts of the proposed initiative.

This initiative and the proposed repeal of Measure H is a direct attack on public safety funding and the Fire District's ability to adequately support and respond to impacts directly stemming from the Cannabis Industry. The proponents of this recall initiative are placing the burden imposed by the Cannabis operators on the residents and property owners of the Fire District and taking resources away from the many communities and residents we protect with no affiliation to the cannabis industry. The loss of this revenue will significantly impact the effectiveness and capabilities of our emergency response, fire prevention efforts, and compromise the safety of District residents, property owners, and Firefighters.

RECOMMENDATION

1. Receive report, discuss, and provide direction to staff to prepare the necessary documents for the Monterey County Elections Department to place the citizens' initiative to repeal the Fire District Commercial Cannabis Business Tax on the November 5, 2024, ballot; and
2. Adopt Resolution 2024-27 ordering an election, requesting County Elections to conduct the election, and requesting consolidation of the election for the Monterey County Regional Fire Protection District; and
3. Direct the Fire Chief to engage SCI Consulting Group for support services for factual initiative measure impacts and analysis in an amount not to exceed \$20,000.00 and maintain the optional services for direct mail support.

ATTACHMENTS

1. Draft Resolution 2024-27.
2. SCI Consulting Group proposal dated July 17, 2024.
3. Letters of Support

**BEFORE THE BOARD OF DIRECTORS
OF THE MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT**

RESOLUTION NO. 2024-27

**RESOLUTION ORDERING AN ELECTION, REQUESTING COUNTY ELECTIONS
TO CONDUCT THE ELECTION, AND REQUESTING CONSOLIDATION OF THE
ELECTION FOR MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT**

WHEREAS, the Monterey County Regional Fire Protection District is a public agency located in the County of Monterey; and

WHEREAS, the Monterey County Regional Fire Protection District's Commercial Cannabis Business Tax was approved by the Fire District voters in the June 5th 2018 Statewide Election by a super majority vote; and

WHEREAS, on March 1st, the Monterey County Regional Fire Protection District received a Notice of Intent to Circulate Initiative Petition to repeal, in entirety the Commercial Cannabis Business Tax through the Initiative entitled "Save Monterey County Jobs"; and

WHEREAS, on June 21, the Monterey County Elections Department provided a Certificate of Signature Verification for the Initiative Petition "Save Monterey County Jobs" indicating that enough signatures were collected to require the Monterey County Regional Fire Protection District to take action on the initiative; and

WHEREAS, pursuant to Elections Code Section 10002, the governing body of a district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to district relating to the conduct of an election. The district shall reimburse the county in full for the services performed upon presentation of a bill to the district currently estimated between \$180,000 and \$250,000; and

WHEREAS, pursuant to Elections Code Section 10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city, county, or other political subdivision are called to be held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

WHEREAS, pursuant to Elections Code Section 10403, whenever an election called by a district, for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district shall, at least 88 days prior to the date of the election, file with the board of supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot. Upon such request, the Board of Supervisors may order the consolidation. The resolution

requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that pursuant to Elections Code Section 10400 and 10403, the governing body of the Monterey County Regional Fire Protection District hereby orders an election be called and consolidated with any and all elections also called to be held on November 5, 2024 within the same territory; and

BE IT FURTHER RESOLVED AND ORDERED that pursuant to Elections Code Section 10002 said governing body hereby requests the Board of Supervisors of the County of Monterey to permit the Monterey County Elections Department to provide any and all services necessary for conducting an election and agrees to pay for said services in full; and

BE IT FURTHER RESOLVED AND ORDERED that the Monterey County Elections Department shall conduct the election to be held on November 5, 2024 and submit to the electorate the following question:

Shall Measure H, the Monterey County Regional Fire Protection District commercial cannabis tax imposed by the voters of the Fire District in 2018 to fund the impacts of the cannabis industry on fire prevention services and to response to fires, hazardous materials incidents and other emergencies, be repealed?

BE IT FURTHER RESOLVED AND ORDERED that the Monterey County Elections Department is requested to not print the attached full measure text (Exhibit A) in the voter information guide but send a copy to voters upon request at the cost of the District. (EC §§ 9160). In addition, the full text will be available at the following website address: www.mcrfd.org.

BE IT FURTHER RESOLVED AND ORDERED THAT voter approval requirement is a majority vote.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Monterey County Regional Fire Protection District this 30th day of July 2024 at a regular meeting of the District Directors.

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Aimee Dahle, President

Jim Slaten, Secretary

EXHIBIT A

NOTICE TO THE REGISTRAR OF VOTERS MEASURE TO BE SUBMITTED TO THE
VOTERS MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT

To the Registrar of Voters of Monterey County:

Notice is hereby given that the Monterey County Regional Fire Protection District has approved a measure to be placed on the November 5, 2024 ballot.

The aforementioned district advises Monterey County Elections as follows:

- The attached 75-word or less ballot question is to appear on the ballot (Exhibit B) (Elections Codes §§303, 9051, 10403, 13247)
- The attached full text of the measure (Exhibit C). Circle one of the following options and only include the applicable wording in line with this statement:
 - a) is to be printed in full in the voter information guide. Cost of printing and distribution of the measure text will be paid for by the city/district/school.
 - b) is not to be printed in the voter information guide, and instead the elections official agrees to send a copy to voters upon request at the cost of said city/district/school. The contact number to be printed in the Voter Guide is 831-455-1828. (Elections Codes §§ 9160, 9312).
 - In addition, the full text will be available at the following website address:
www.mcrfd.org
- Said measure requires majority voter approval.

District Authorized Signature

Date

EXHIBIT B

BALLOT QUESTION

Shall Measure H, the Monterey County Regional Fire Protection District commercial cannabis tax imposed by the voters of the Fire District in 2018 to fund the impacts of the cannabis industry on fire prevention services and to response to fires, hazardous materials incidents and other emergencies, be repealed?

EXHIBIT C
FULL TEXT OF THE MEASURE

INITIATIVE MEASURE TO BE SUBMITTED DIRECTLY TO THE VOTERS

The people of the Monterey County Regional Fire District do ordain as follows:

Section 1: FINDINGS AND RECITALS.

- A. In 2016, the voters of the State of California approved the Adult Use of Marijuana Act, an initiative, legalizing the personal use of cannabis for adults 21 age and older, and creating a regulatory program for nonmedical cannabis.
- B. In 2017, the Legislature passed, and the Governor signed, legislation creating a unified licensing and regulatory program for medicinal and adult-use cannabis businesses. Later that same year, the Monterey County Board of Supervisors approved County Ordinances 5292, 5294, and 5293, amending the County Code to regulate and permit commercial cannabis businesses in the County, which led to the issuance of licenses for such businesses beginning in January 2018.
- C. In 2018, the Monterey County Regional Fire District (the "District") imposed an onerous annual special tax on commercial cannabis business activity which threatens the viability of the County's cannabis economy.
- D. As reported in the pages of numerous national media outlets, California's cannabis industry is being strangled by costly regulations and high taxes which are driving many legitimate businesses to the brink of insolvency and empowering a surging black market.
- E. The expectations of raising high levels of tax revenue from cannabis businesses has proven unrealistic and unsustainable. Monterey County has drastically lowered its initial annual tax for greenhouse cultivation and the State has eliminated its cultivation tax altogether. Yet the District's onerous special tax remains in place. Cannabis businesses already help fund the District by paying property taxes, the District's main source of funding. The property tax assessments of cannabis businesses have increased due to the many infrastructure improvements required to run these agricultural operations.
- F. In order to preserve and support Monterey County's cannabis businesses and jobs, the people enact this ordinance repealing the District's special tax on commercial cannabis business activity, via this initiative entitled "Save Monterey County Jobs."

Section 2: REPEAL OF DISTRICT ORDINANCE 2018-01.

Ordinance No. 2018-01, an ordinance of the Monterey County Regional Fire District, imposing a special tax on commercial cannabis business is hereby repealed, as illustrated by strikeout text below:

~~COMMERCIAL CANNABIS BUSINESS TAX~~

Sections:

- ~~1.1 Title.~~
- ~~1.2 Cannabis Business tax.~~

- ~~1.3 Purpose of the ordinance.~~
- ~~1.4 Definitions.~~
- ~~1.5 Tax imposed.~~
- ~~1.6 Reporting and remittance of tax.~~
- ~~1.7 Payments and communications—timely remittance.~~
- ~~1.8 Payment—when taxes deemed delinquent.~~
- ~~1.9 Notice not required by District.~~
- ~~1.10 Penalties and interest.~~
- ~~1.11 Refunds and credits.~~
- ~~1.12 Refunds and procedures.~~
- ~~1.13 Appeal Procedure.~~
- ~~1.14 Enforcement Action to collect.~~
- ~~1.15 Apportionment.~~
- ~~1.16 Constitutionality and legality.~~
- ~~1.17 Audit and examination of records and equipment.~~
- ~~1.18 Other licenses, permits, taxes or charges.~~
- ~~1.19 Payment of tax does not authorize unlawful business.~~
- ~~1.20 Deficiency determinations.~~
- ~~1.21 Failure to report—nonpayment and fraud.~~
- ~~1.22 Tax assessment—notice of requirements.~~
- ~~1.23 Severability.~~
- ~~1.24 Remedies cumulative.~~
- ~~1.25 Amendment or repeal.~~

~~1.1 Title.~~

~~This ordinance shall be known as the Monterey County Regional Fire District Commercial Cannabis Business Tax Ordinance. This ordinance shall be applicable in the Monterey County Regional Fire District, which shall be referred to herein as "District."~~

~~1.2 Special tax.~~

~~The Commercial Cannabis Business Tax is enacted~~

~~All of the proceeds from the tax imposed by this Ordinance shall be used for Fire District purposes as defined and set forth by The Fire Protection District Law of 1987 (Health & Safety Code §13800, et seq.). Health and Safety Code section 13801 sets forth:~~

~~The Legislature finds and declares that the local provision of fire protection services, rescue services, emergency medical services, hazardous material emergency response services, ambulance services, and other services relating to the protection of lives and property is critical to the public peace, health, and safety of the state. Among the ways that local communities have provided for those services has been the creation of fire protection districts. Local control over the types, levels, and availability of those services is a long-standing tradition in California which the Legislature intends to retain. Recognizing that the state's communities have diverse needs and resources, it is the intent of the Legislature in enacting this part to provide a broad statutory authority for local officials. The Legislature encourages local communities and their officials to adapt the powers and procedures in this part to meet their own circumstances and responsibilities.~~

~~The California Constitution, Article XIII A, section 4 and Health and Safety Code sections 13910 and 13911 authorize the District to impose special taxes upon a 2/3 vote of the electorate.~~

INITIATIVE MEASURE TO BE SUBMITTED DIRECTLY TO THE VOTERS

1.3 Purpose of the ordinance.

This ordinance is adopted for the following purposes, among others, and directs that the provisions hereof be interpreted to accomplish those purposes:

A. To impose a tax on the privilege of cultivating, dispensing, producing, processing, preparing, storing, providing, donating, selling, or distributing medical and recreational cannabis or medical and recreational cannabis products by commercial cannabis businesses in the District area of the County, pursuant to the state Adult Use of Marijuana Act, and the Medicinal and Adult-Use Cannabis Regulation and Safety Act (Bus. & Prof. Code § 26000 et seq.);

B. To impose a tax on the privilege of cultivating, manufacturing, producing, processing, preparing, storing, providing, donating, or selling, nonmedical marijuana and marijuana products and accessories by commercial cannabis businesses in the District area of the County as approved by the voters in the November 2016 election, including nonmedical marijuana activity in the State of California.

C. To impose a tax on lawful commercial cannabis business consistent with the fire and life safety component of the state licensing agreement in accordance with the authority granted by the Health and Safety Code sections 13910 and 13911 to impose a special tax;

D. To specify the type of tax and rate of tax to be levied and the method of collection; and

E. To comply with all requirements for imposition of a special tax, such tax to become operative only if submitted to the electorate and approved by a 2/3 majority vote of the voters voting in an election on the issue.

1.4 Definitions.

The following words and phrases shall have the meanings set forth below when used in this Ordinance:

A. "Business" shall include all activities engaged in or caused to be engaged in within the District, including any commercial or industrial enterprise, trade, profession, occupation, vocation, calling, or livelihood, whether or not carried on for gain or profit, but shall not include the services rendered by an employee to his or her employer.

B. "Cannabis" means all parts of the plant *Cannabis sativa* Linnaeus, *Cannabis indica*, or *Cannabis ruderalis*, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. "Cannabis" also means the separated resin, whether crude or purified, obtained from cannabis. "Cannabis" also means marijuana as defined by Section 11018 of the Health and Safety Code and is not limited to medical cannabis.

C. "Cannabis product" means raw cannabis that has undergone a process whereby the raw agricultural product has been transformed into a concentrate, an edible product, or a topical product. "Cannabis product" also means marijuana products as defined by Section 11018.1 of the Health and Safety Code and is not limited

to medical cannabis products.

D. "Canopy" means all areas occupied by any portion of a cannabis plant, inclusive of all vertical planes, whether contiguous or noncontiguous on any one site. The plant canopy does not need to be continuous on any premise in determining the total square footage which will be subject to tax.

E. "Commercial cannabis business" means any commercial business activity relating to cannabis, including but not limited to cultivating, transporting, distributing, manufacturing, compounding, converting, processing, preparing, storing, packaging, delivering, and selling (wholesale and/or retail sales) of cannabis and any ancillary products and accessories in the District, whether or not carried on for gain or profit.

F. "Commercial cannabis business tax," "business tax," or "commercial cannabis tax" means the tax due pursuant to this ordinance for engaging in commercial cannabis business in the District.

G. "Commercial cannabis cultivation" means cultivation conducted by, for, and as part of a commercial cannabis business.

H. "County permit" means a permit issued by the County to a person to authorize that person to operate or engage in a commercial cannabis business. The term "County permit" includes a commercial medical and recreational cannabis permit issued. The Monterey County Regional Fire District's Fire Code establishes rules and regulations for the protection of life and safety for residents and businesses within the District boundary.

I. "Cultivation" means any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of cannabis.

J. "Delivery" means the commercial transfer of cannabis or cannabis products from a dispensary.

K. "Dispensary" means a facility where cannabis, cannabis products, or devices for the use of cannabis or cannabis products are offered, either individually or in any combination, for retail sale, including an establishment that delivers cannabis and cannabis products as part of a retail sale.

L. "Distributor" or "distribution" or "distribution facility" means a person or facility involved in the procurement, sale, and/or transport of cannabis and cannabis products between permitted or licensed entities.

M. "Employee" means each and every person engaged in the operation or conduct of any business, whether as owner, member of the owner's family, partner, associate, agent, manager or solicitor, and each and every other person employed or working in such business for a wage, salary, commission, barter or any other form of compensation.

N. "Engaged in business" means the commencing, conducting, operating, managing or carrying on of a cannabis business and the exercise of corporate or franchise powers, whether done as owner, or by means of an officer, agent, manager, employee, or otherwise,

INITIATIVE MEASURE TO BE SUBMITTED DIRECTLY TO THE VOTERS

whether operating from a fixed location in the District area of the County or coming into the District area of the County from an outside location to engage in such activities. A person shall be deemed engaged in business within the District if:

1. Such person or person's employee maintains a fixed place of business within the District for the benefit or partial benefit of such person;
2. Such person or person's employee owns or leases real property within the District business purposes;
3. Such person or person's employee regularly maintains a stock of tangible personal property in the District for sale in the ordinary course of business;
4. Such person or person's employee regularly conducts solicitation of business within the District;
5. Such person or person's employee performs work or renders services in the District; and
6. Such person or person's employee utilizes the streets within the District in connection with the operation of motor vehicles for business purposes.

The foregoing specified activities shall not be a limitation on the meaning of "engaged in business."

O. "Evidence of doing business" means evidence such as, without limitation, use of signs, circulars, cards or any other advertising media, including the use of internet or telephone solicitation, or representation to a government agency or to the public that such person is engaged in a cannabis business in the District area of the County.

P. "Fiscal year" means July 1 through June 30 of the following calendar year.

Q. "Gross Receipts," except as otherwise specifically provided, means the total amount actually received or receivable from all sales; the total amount or compensation actually received or receivable for the performance of any act or service, of whatever nature it may be, for which a charge is made or credit allowed, whether or not such act or service is done as a part of or in connection with the sale of materials, goods, wares or merchandise; discounts, rents, royalties, fees, commissions, dividends, and gains realized from trading in stocks or bonds, however designated, included in "gross receipts" shall be all receipts, cash, credits and property of any kind or nature, without any deduction there from on account of the cost of the property sold, the cost of materials used, labor or service costs, interest paid or payable, or losses or other expenses whatsoever, except that the following shall be excluded therefrom:

1. Cash discounts where allowed and taken on sales;
2. Credit allowed on property accepted as part of the purchase price and which property may later be sold, at which time the sales price shall be included as gross receipts;
3. Any tax required by law to be included in or added to the purchase price and collected from the consumer or purchaser;

4. Such part of the sale price of any property returned by purchasers to the seller as refunded by the seller by way of cash or credit allowances or return of refundable deposits previously included in gross receipts;

5. Receipts from investments where the holder of the investment receives only interest and/or dividends, royalties, annuities and gains from the sale or exchange of stock or securities solely for a person's own account, not derived in the ordinary course of a business;

6. Receipts derived from the occasional sale of used, obsolete or surplus trade fixtures, machinery or other equipment used by the taxpayer in the regular course of the taxpayer's business;

7. Cash value of sales, trades or transactions between departments or units of the same business;

8. Whenever there are included within the gross receipts amounts which reflect sales for which credit is extended and such amount proved uncollectible in a subsequent year, those amounts may be excluded from the gross receipts in the year they prove to be uncollectible; provided, however, if the whole or portion of such amounts excluded as uncollectible are subsequently collected they shall be included in the amount of gross receipts for the period when they are recovered;

9. Transactions between a partnership and its partners;

10. Receipts from services or sales in transactions between affiliated corporations. An affiliated corporation is a corporation:

a. The voting and non-voting stock of which is owned at least eighty percent by such other corporation with which such transaction is had; or

b. Which owns at least eighty percent of the voting and non-voting stock of such other corporation; or

c. At least eighty percent of the voting and non-voting stock of which is owned by a common parent corporation which also has such ownership of the corporation with which such transaction is had.

11. Transactions between a limited liability company and its member(s), provided the limited liability company has elected to file as a Subordinate-K entity under the Internal Revenue Code and that such transaction(s) shall be treated the same as between a partnership and its partner(s) as specified in Subsection (9) above;

12. Receipts of refundable deposits, except that such deposits when forfeited and taken into income of the business shall not be excluded when in excess of one dollar;

13. Amounts collected for others where the business is acting as an agent or trustee and to the extent that such amounts are paid to those for whom collected. These agents or trustees must provide the finance department with the names and the addresses of the others and the amounts paid to them. This exclusion-

INITIATIVE MEASURE TO BE SUBMITTED DIRECTLY TO THE VOTERS

shall not apply to any fees, percentages, or other payments retained by the agent or trustees.

R. —“Manufacturer” means a person that conducts the production, preparation, propagation, or compounding of cannabis products either directly or indirectly or by extraction methods, or independently by means of chemical synthesis at a fixed location that packages or repackages cannabis or cannabis products or labels or relabels its container, that holds a valid County permit,

S. —“Nursery” means a person that produces only clones, immature plants, seeds, and other agricultural products used specifically for the planting, propagation, and cultivation of cannabis.

T. —“Person” means an individual, firm, partnership, joint venture, association, corporation, limited liability company, estate, trust, business trust, receiver, syndicate, or any other group or combination acting as a unit, whether organized as a nonprofit or for-profit entity, and includes the plural as well as the singular number.

U. —“Personal medical cannabis cultivation” means cultivation by a qualified patient who cultivates one hundred (100) square feet total canopy area or less of cannabis exclusively for his or her personal medical use but who does not provide, donate, sell, or distribute cannabis to any other person. —“Personal medical cannabis cultivation” also includes cultivation by a primary caregiver who cultivates one hundred (100) square feet total canopy area or less of cannabis exclusively for the personal medical purposes of no more than five (5) specified qualified patients for whom he or she is the primary caregiver, but who does not receive remuneration for those activities except for compensation in full compliance with Section 11362.765(g) of the California Health and Safety Code, as it may be amended.

V. —“Sale” means and includes any sale, exchange, or barter.

X. —“Square foot” or “square footage” means the maximum amount of area for commercial cannabis cultivation authorized by a County permit issued to a person engaging in commercial cannabis business, or by a state license in the absence of a County permit or license, not deducting for unutilized square footage, and shall be the basis for the tax base for cultivation.

Y. —“State” means the State of California.

Z. —“State license,” “license,” or “registration” means a state license issued pursuant to California Business and Professions Code Sections 26000, et seq. or other applicable state law.

AA. —“Testing laboratory” means a facility, entity, or site in the state that offers or performs testing of cannabis or cannabis products and that is both of the following:

1. — Accredited by an accrediting body that is independent from all other persons involved in the cannabis industry in the state; and
2. — Registered with the California State Department of Public Health.

BB. —“Transport” means the transfer of cannabis or cannabis products from the permitted business location

of one permittee or licensee to the permitted business location of another permittee or licensee, for the purposes of conducting commercial cannabis activity authorized pursuant to state law.

CC. —“Transporter” means a person issued all required state and County permits to transport cannabis or cannabis products between permitted facilities.

1.5 — Tax imposed:

A. — There is established and imposed a commercial cannabis business tax at the rates set forth in this ordinance.

B. — Tax on commercial cannabis cultivation except nurseries.

1. — Every person who is engaged in commercial cannabis cultivation in the District Area of the County shall pay an annual commercial cannabis business tax. The initial tax rate effective August 1, 2018 for commercial cannabis is as follows: for cultivation, the tax rate is \$0.18 per fiscal year per authorized square foot and to increase thereafter based on the Consumer Price Index; for nursery cultivation, the tax rate is \$0.10 per authorized square foot and to increase thereafter based on the Consumer Price Index; and for all other commercial cannabis businesses, including but not limited to, dispensaries and manufacturing, the tax rate is \$1.00 per fiscal year per authorized square footage as determined by the fire district annual life safety inspection and to increase thereafter based on the Consumer Price Index.

The square footage shall be the maximum square footage allowed by the County permit for commercial cannabis cultivation, or, in the absence of a County permit, the square footage shall be the maximum square footage for commercial cannabis cultivation allowed by the state license type. In no case shall square footage which is authorized by the permit or license but not utilized for cultivation be deducted for the purpose of determining the tax for cultivation.

1.6 — Reporting and remittance of tax.

The commercial cannabis business tax imposed by this ordinance shall be imposed on a fiscal year basis and shall be due and payable in yearly installments as follows:

A. — Each person owing a commercial cannabis business tax shall submit payment within 30 days of receiving invoice from the District.

B. — If the commercial cannabis business tax is owed on commercial cannabis cultivation, the square footage tax due shall be paid based on the square footage of cultivation authorized by the County permit. The tax will not be prorated or adjusted for any reduction in the square footage authorized but not utilized for cultivation. If the cultivation begins in the middle of a fiscal year, the District shall prorate, in monthly increments, the amount due for the fiscal year.

C. — All tax statements shall be completed on forms prescribed by the District.

D. — Tax statements and payments for all outstanding taxes owed to the District are immediately upon cessation of business for

INITIATIVE MEASURE TO BE SUBMITTED DIRECTLY TO THE VOTERS

any reason.

1.7 ~~Payments and communications—timely remittance.~~

~~Whenever any payment, statement, report, request or other communication is due, it must be received by the District on or before the final due date. A postmark will not be accepted as timely remittance. If the due date falls on Saturday, Sunday or a holiday, the due date shall be the next regular business day on which the District is open to the public.~~

1.8 ~~Payment—when taxes deemed delinquent.~~

~~Unless otherwise specifically provided under other provisions of this ordinance, the taxes required to be paid pursuant to this ordinance shall be deemed delinquent if not received by the District on or before the due date.~~

1.9 ~~Notice not required by the District.~~

~~The District is not required to send a delinquency or other notice or bill to any person subject to the provisions of this ordinance. Failure to send such notice or bill shall not affect the validity of any tax or penalty due under the provisions of this ordinance.~~

1.10 ~~Penalties and interest.~~

~~A. Any person who fails or refuses to pay any commercial cannabis business tax required to be paid pursuant to this ordinance on or before the due date shall pay penalties and interest as follows:~~

~~1. A penalty equal to twenty-five percent (25%) of the amount of the tax, in addition to the amount of the tax, plus interest on the unpaid tax calculated from the due date of the tax at the rate of one and one-half percent (1.5%) per month; and~~

~~2. If the tax remains unpaid for a period exceeding one calendar month beyond the due date, an additional penalty equal to twenty-five percent (25%) of the amount of the tax, plus interest at the rate of one and one-half percent (1.5%) per month on the unpaid tax and on the unpaid penalties;~~

~~3. Interest shall be applied at the rate of one and one-half percent (1.5%) per month on the first day of the month for the full month, and will continue to accrue monthly on the tax and penalty until the balance is paid in full.~~

~~B. Whenever a check or electronic payment is submitted in payment of a commercial cannabis business tax and the payment is subsequently returned unpaid by the bank for any reason, the taxpayer will be liable for the tax amount due plus any fees, penalties and interest as provided for in this Section, and any other amount allowed under state law.~~

1.11 ~~Refunds and credits.~~

~~A. No refund of any tax collected pursuant to this ordinance shall be made because of the discontinuation, dissolution, or other termination of a business.~~

1.12 ~~Refunds and procedures.~~

~~A. Whenever the amount of any commercial cannabis business tax, penalty or interest has been overpaid, paid more than once, or has been erroneously collected or received by the District under this ordinance, it may be refunded to the claimant who paid the tax provided that a written claim for refund is filed with the District within one (1) year of the date the tax was originally due and payable.~~

~~B. The District charged with the administration of this ordinance shall have the right to examine and audit all the books and business records of the claimant in order to determine the eligibility of the claimant to the claimed refund. No claim for refund shall be allowed if the claimant refuses to allow such examination of claimant's books and business records after request by the District to do so.~~

~~C. In the event that the commercial cannabis business tax was erroneously paid, and the error is attributable to the District, the District shall refund the amount of tax erroneously paid up to one (1) year from when the error was identified.~~

~~D. The District may take such administrative actions as needed to administer the tax, including but not limited to:~~

~~1. Provide to all commercial cannabis business taxpayers forms for the reporting of the tax;~~

~~2. Increase tax rates in accordance with this ordinance;~~

~~3. Provide information to any taxpayer concerning the provisions of this ordinance;~~

~~4. Receive and record all taxes remitted to the District as provided in this ordinance;~~

~~5. Maintain records of taxpayer reports and taxes collected pursuant to this ordinance;~~

~~6. Assess penalties and interest to taxpayers pursuant to this ordinance;~~

~~7. Determine amounts owed and enforce collection pursuant to this ordinance.~~

1.13 ~~Appeal procedure.~~

~~Any taxpayer aggrieved by any decision of the District with respect to the amount of tax, interest, penalties and fees, if any, due under this Ordinance may appeal to the Board of Directors by filing a notice of appeal with the Fire Chief within fifteen days of the serving or mailing of the determination of tax due. The Fire Chief shall fix a time and place for hearing such appeal, and the Fire Chief shall give notice in writing to such tax payer at the last known place of address. The finding of the Board of Directors shall be final and conclusive and shall be served upon the appellant in the manner prescribed by this ordinance for service of notice of hearing. Any amount found to be due shall be immediately due and payable upon the service of the notice.~~

1.14 ~~Enforcement—action to collect.~~

~~A. Any taxes, penalties and/or fees required to be~~

INITIATIVE MEASURE TO BE SUBMITTED DIRECTLY TO THE VOTERS

~~paid under the provisions of this Ordinance shall be deemed a debt owed to the District. Any person owing money to the District under the provisions of this Ordinance shall be liable in an action brought in the name of the District for the recovery of such debt. The provisions of this Section shall not be deemed a limitation upon the right of the District to bring any other action, including criminal, civil and equitable actions, based upon the failure to pay the tax, penalties and/or fees imposed by this Ordinance or the failure to comply with any of the provisions of this Ordinance.~~

~~B. In addition to any other remedies available under federal, state, or local law, if any amount required to be paid to the District under this Ordinance is not paid when due, the District may, within three (3) years after the amount is due, record a certificate of lien specifying the amount of taxes, fees and penalties due, and the name and address of the individual or business as it appears on the records of the County Treasurer-Tax Collector. From the time of the filing for record, the amount required to be paid, together with penalties thereon, constitutes a lien upon all real property in the District owned by the individual or business, or subsequently acquired by the individual or business before the lien expires. The lien has the force, effect, and priority of a judgment lien and shall continue for ten (10) years from of filing of the certificate unless sooner released or otherwise discharged.~~

~~C. At any time within three (3) years after any individual or business is delinquent in the payment of any amount herein required to be paid or within three (3) years after the last recording of a certificate of lien under Subsection B of this Section, the District may issue a warrant for the enforcement of any liens and for the collection of any amount required to be paid to the District under this Ordinance. The warrant shall be directed to the Sheriff and shall have the same effect as a writ of execution. The warrant shall be levied and sale made pursuant to it in the same manner and with the same effect as a levy of and a sale pursuant to a writ of execution. The District may pay or advance to the Sheriff, the same fees, commissions and expenses for service provided by law for similar services pursuant to a writ of execution. The District shall pay the fees for publication in the newspaper.~~

~~D. At any time within three (3) years after recording a lien against any individual or business, if the lien is not discharged and released in full, the District may forthwith seize any asset or property, real or personal (including bank account), of the operator and sell at public auction the asset or property, or a sufficient part of it to pay the amount due together with any penalties and interest imposed for the delinquency and any cost incurred on account of the seizure and sale. Assets or property of the business subject to seizure and sale subject to this Ordinance shall not include any assets or property which is exempt from execution under the provisions of Code of Civil Procedure.~~

1.15 Apportionment.

~~If a business subject to the tax is operating both within and outside the District area of the County, it is the intent of the District to apply the commercial cannabis business tax only on the portion within the District.~~

1.16 Constitutionality and legality.

~~This tax is intended to be applied in a manner consistent with~~

~~the United States and California Constitutions and state law. None of the tax provided for by this Ordinance shall be applied in a manner that causes an undue burden upon interstate commerce, a violation of the equal protection and due process clauses of the Constitutions of the United States or the State of California or a violation of any other provision of the California Constitution or state law.~~

1.17 Audit and examination of records and equipment.

~~A. The District shall have the power to audit and examine all books and records of persons engaged in cannabis businesses, including both state and federal income tax returns, California sales tax returns, or other evidence documenting cannabis businesses, and, where necessary, all equipment, of any person engaged in cannabis businesses in the District, for the purpose of ascertaining the amount of commercial cannabis tax, if any, required to be paid by the provisions hereof, and for the purpose of verifying any statements or any item thereof when filed by any person pursuant to this Ordinance.~~

~~B. It shall be the duty of every person liable for the collection and payment to the District of any tax imposed by this Ordinance to keep and preserve, for a period of at least three (3) years, all records as may be necessary to determine the amount of such tax as he or she may have been liable for the collection of and payment to the District. The District shall have the right to inspect at all reasonable times.~~

1.18 Other licenses, permits, taxes, fees or charges.

~~Nothing contained in this Ordinance shall be deemed to repeal, amend, be in lieu of, replace or in any way affect any requirements for any permit or license required by, under or by virtue of any provision of any other code provision, ordinance, or resolution of the District, nor be deemed to repeal, amend, be in lieu of, replace or in any way affect any tax, fee or other charge imposed, assessed or required by, under or by virtue of any other code provision, ordinance, or resolution of the District. Any references made or contained in any other District ordinance or resolution to any licenses, license taxes, fees, or charges, or to any schedule of license fees, shall be deemed to refer to the licenses, license taxes, fees or charges, or schedule of license fees, provided for in that District ordinance or resolution.~~

1.19 Payment of tax does not authorize unlawful business.

~~A. The payment of a commercial cannabis business tax required by this Ordinance, and its acceptance by the District, shall not entitle any person to carry on any cannabis business unless the person has complied with all of the requirements of the District Fire Code, the County Code, and all other applicable state and local laws.~~

~~B. No tax paid under the provisions of this Ordinance shall be construed as authorizing the conduct or continuance of any illegal or unlawful business, or any business in violation of any local or state law.~~

1.20 Deficiency determinations.

~~If the District is not satisfied that any tax statement filed as required under the provisions of this Ordinance is correct, or that the amount of tax is correctly computed, he or she may compute and determine the amount to be paid and~~

INITIATIVE MEASURE TO BE SUBMITTED DIRECTLY TO THE VOTERS

~~make a deficiency determination upon the basis of the facts contained in the statement or upon the basis of any information in his or her possession or that may come into his or her possession within three (3) years of the date the tax was originally due and payable. One or more deficiency determinations of the amount of tax due for a period or periods may be made. When a person discontinues engaging in a business, a deficiency determination may be made at any time within three (3) years thereafter as to any liability arising from engaging in such business whether or not a deficiency determination is issued prior to the date the tax would otherwise be due. Whenever a deficiency determination is made, a notice shall be given to the person concerned in the same manner as notices of assessment are given.~~

~~1.21 Failure to report nonpayment, fraud.~~

~~A. Under any of the following circumstances, the District may make and give notice of an assessment of the amount of tax owed by a person under this Ordinance at any time:~~

~~1. If the person has not filed a complete statement required under the provisions of this Ordinance;~~

~~2. If the person has not paid the tax due under the provisions of this Ordinance;~~

~~3. If the person has not, after demand by the District, filed a corrected statement, or furnished to the District adequate substantiation of the information contained in a statement already filed, or paid any additional amount of tax due under the provisions of this Ordinance; or~~

~~1.22 Tax assessment notice requirements.~~

~~The notice of assessment shall be served upon the person either by personal delivery, or by a deposit of the notice in the United States mail, postage prepaid thereon, addressed to the person at the address of the location of the business or to such other address as he or she shall register with the District for the purpose of receiving notices provided under this Ordinance; or, should the person have no address registered with the District for such purpose, then to such person's last known address. For the purposes of this Section, a service by mail is complete at the time of deposit in the United States mail.~~

~~1.23 Severability.~~

~~If any provision of this Ordinance, or its application to any person or circumstance, is determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Ordinance or the application of this Ordinance to any other person or circumstance and, to that end, the provisions hereof are severable.~~

~~1.24 Amendment or repeal.~~

~~Ordinance 1.5 of this ordinance may be repealed or amended by the Board of Directors without a vote of the people to the extent allowed by law. However, as required by Article XIII C of the California Constitution, voter approval is required for any amendment that would increase the rate of any tax levied pursuant to this Ordinance. The people of the Monterey County Regional~~

~~Fire District may affirm that the following actions shall not constitute an increase of the rate of a tax:~~

~~A. The restoration of the rate of the tax to a rate that is no higher than that set by this Ordinance, if the Board of Directors has acted to reduce the rate of the tax;~~

~~B. An action that interprets or clarifies the methodology of the tax, or any definition applicable to the tax, so long as interpretation or clarification (even if contrary to some prior interpretation or clarification) is not inconsistent with the language of this Ordinance; or~~

~~C. The collection of the tax imposed by this Ordinance, even if the District had, for some period of time, failed to collect the tax.~~

Section 3: SEVERABILITY. This ordinance must be interpreted so as to be consistent with all federal and state laws, rules, and regulations. If any section, sub-section, sentence, clause, phrase, part, or portion of this ordinance is held to be invalid or unconstitutional by a final judgment of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this ordinance. The voters declare that this ordinance, and each section, sub-section, sentence, clause, phrase, part, or portion thereof, would have been adopted or passed irrespective of the fact that any one or more sections, sub-sections, sentences, clauses, phrases, part, or portion is found to be invalid. If any provision of this ordinance is held invalid as applied to any person or circumstance, such invalidity does not affect any application of this ordinance that can be given effect without the invalid application.

Section 4: EFFECTIVE DATE. This ordinance shall become effective and operative on the earliest possible date according to applicable law.

Section 5: AMENDMENT. The provisions of this ordinance can be amended or repealed only by a majority of voters of the District voting in an election held in accordance with state law. Notwithstanding this provision, the Board of Directors may adopt ordinances enabling the District to: (a) collect outstanding taxes due prior to the repeal of Ordinance 2018-01; (b) issue refunds for overpayment of taxes prior to the repeal of Ordinance 2018-01; and/or (c) provide for appeals, audit procedures, and other enforcement mechanisms related to collection and payment of taxes prior to the repeal of Ordinance 2018-01. Under no circumstances shall any such ordinance increase the rate of taxation established in Ordinance 2018-01, unless such ordinance is approved by a majority of voters of the District voting in an election held in accordance with state law.

Section 6: STANDING TO ENFORCE AND DEFEND. The proponents of this ordinance, and any committee formed to support it, shall have standing to enforce and defend the provisions of this ordinance in any judicial forum, as necessary.

Section 7: EFFECT OF OTHER MEASURES ON THE SAME BALLOT. It is the voters' intent to eliminate all taxes on commercial cannabis business activity imposed by the District. To ensure that this intent is not frustrated, this ordinance shall be presented to the voters as an alternative to, and with the express intent that it will compete with, any and all voter initiatives or District-sponsored measures placed on the same ballot and which, if approved, would tax commercial cannabis business activity in any manner whatsoever (each, a "Conflicting Measures"). In the event that this ordinance and one or more Conflicting Measures are adopted by the voters

INITIATIVE MEASURE TO BE SUBMITTED DIRECTLY TO THE VOTERS

at the same election, then it is the voters' intent that only that measure that receives the greatest number of affirmative votes shall control in its entirety and said other measure or measures shall be rendered void and without any legal effect. In no event shall this ordinance be interpreted in a manner that would permit its operation in conjunction with the non-conflicting provisions of any Conflicting Measure. If this ordinance is approved by the voters but superseded by law in whole or in part by any other Conflicting Measure approved by the voters at the same election, and such Conflicting Measure is later held invalid, this ordinance shall be self-executing and given full force of law.

This ordinance must be broadly construed in order to achieve the purposes stated above. It is the intent of the voters that the provisions of this ordinance be interpreted or implemented by the District and others in a manner that facilitates the purpose set forth herein.

July 17, 2024

Submitted via email
dsargenti@mcrfd.org

David Sargenti, Fire Chief
Monterey County Regional Fire District
19900 Portola Drive
Salinas, CA 93908

Re: Proposal for Non-Advocacy Informational Outreach Services to the Monterey County Regional Fire District

Dear Chief Sargenti:

SCI Consulting Group (“SCI”) is pleased to submit, for your review, this brief proposal to provide On-Call Non-Advocacy Information Outreach services and Direct Mail Pieces to the Monterey County Regional Fire District (“District”). We understand that a voter initiative to repeal the District’s Cannabis Tax has made it on the ballot for the upcoming November 2024 general election. Our proposed services for this project encompass optional on-call services and direct mailings and for your consideration.

Established in 1985, SCI is a recognized public finance consulting firm with leading expertise in assisting California public agencies with local funding of public services and improvements. Additionally, as one of California’s leading local cannabis policy consulting firms, SCI has broad and direct experience providing support for regulated local cannabis businesses in various municipalities throughout the State. We have assisted with regulated cannabis policy and implementation for over 40 California municipalities over the past eight years. Our extensive experience and deep understanding of local funding measures and cannabis policy have made us a trusted partner for municipalities across the State.

At SCI, we recognize the critical importance of an informed voter in the outcome of a local funding measure. To this end, we provide support to our clients by offering detailed information about proposed initiatives through targeted information outreach efforts. Our team develops and assists in implementing non-advocacy materials designed to foster transparency and facilitate informed decision-making among voters.

Our services include creating engaging and informative presentations, handouts, and Q&A documents that clearly convey essential information. By ensuring that voters have access to accurate and unbiased information, we help public agencies build trust and support within their communities, ultimately contributing to the successful funding and implementation of vital public services and improvements.

WORK PLAN AND APPROACH

Based on our current understanding of the services and advice required, we propose the following on-call tasks:

Task 1: On-Call Additional Non-Advocacy Information Outreach Services

Effective informational outreach is essential for a successful ballot outcome. When voters are properly informed about the purpose of a local funding measure, they are more likely to be supportive. Misinformed or mistrusting voters tend to vote against measures, so our goal is to provide accurate and comprehensive information to guide them accordingly.

Under California law, the District can engage in informational activities to educate the public about District-related issues, including ballot measures. However, these activities must be strictly informational and cannot be used for advocacy or to promote a particular outcome. This means that the information provided must be factual and objective, presenting the funding measure's pros and cons without attempting to sway public opinion in a particular direction.

Task 1 services would begin with initial planning and developing a non-advocacy information outreach strategy for the proposed voter initiative measure. The strategy would involve defining informational needs and the target audience, developing an outreach plan and timeline, and identifying key messaging and communication objectives. SCI would draft informational materials, including presentations, handouts, and FAQ documents. Additionally, SCI will utilize **Local Input** and other traditional media to inform District voters about the details and purpose of the voter initiative measure.

A. Develop Communication Infrastructure

SCI will carefully evaluate and develop potential communication infrastructure. Working with District staff (i.e., Public Information Officer, etc.), we will evaluate and ultimately coordinate existing communication infrastructure, including stakeholder contacts, print media, website, social media, print publications, neighborhood groups, newsletters, etc. We will prioritize and integrate the various methods as appropriate. We will also look at e-mail contacts with HOA and neighborhood leaders, and web-based platforms like nextdoor.com. We will develop a schedule for community stakeholder meetings, due dates for local group newsletters, etc. Our extensive experience has shown that the most effective communication mechanisms for this type of infrastructure are small, local, and neighborhood-based, with a personal communication or face-to-face element. This approach is not expensive, but it is a fair amount of work, and is very effective when well executed.

B. Develop Communication Messaging

The development of the messaging and supporting information is an iterative process based upon our community engagement experience, stakeholder/District staff interviews, other community input, and online community input via Local Input. Throughout this process, SCI will analyze and refine messaging associated with the voter initiative. In this task, SCI will develop draft communications of various types. These will include website content, www.localinput.net, Frequently Asked Questions (FAQ) documents, PowerPoint presentations, social media content, and emails, scripts, etc. and other adaptable messages.



Local Input is an SCI platform that facilitates community engagement and fosters collaboration between local government, voters, and key stakeholders. Through this customizable online platform, **Local Input** enhances transparency, community participation, and decision-making processes at the local level. This enables voters to become more informed, voice their opinions, contribute ideas, and share feedback regarding the proposed ballot measure.

C. Communications Rollout and Implementation

Once the outreach plan is well vetted, reviewed and refined, SCI will coordinate the rollout and implementation of the plan. SCI will provide preparation and support for District staff each step along the way and can be available to attend selected meetings.

Task Deliverable(s):

- Project meeting (virtual)
- Outreach Action Plan including communications infrastructure
- Coordination of community meetings
- Messaging documents, updated as needed:
 - District website content
 - District social media content
 - FAQ, fact sheet, handouts, talking points, and scripts
 - Text for emails and newsletters
 - PowerPoints
- Local Input Online Portal in English (or other languages as needed)
- Outreach training/orientation session with District staff
- Bi-weekly virtual strategy meetings
- Curation of stakeholder lists and meeting schedules

Task 2: Direct-Mail Pieces

SCI will design, modify as needed, print, and mail direct mail pieces to all registered voters, presenting essential information about the proposed measure in a clear, non-advocacy manner.

Task Deliverable:

- Project meetings (virtual)
- Direct mail piece design and review
- Direct Mail Pieces

DISTRICT RESOURCES

SCI will carry out all tasks specified in the Work Plan and any other related services, as appropriate. The District would be responsible for the following:

- Meet or video conference periodically with SCI as needed.
- Furnish requested information, documentation, and data necessary for the proposed voter initiative measure.
- Assist with planning, review, and coordination of action items.
- Legal review of all deliverables.

PROJECT TEAM

If selected, Kyle Tankard, Senior Consultant, would serve as the project manager and will be supported by David Kaufman, Cannabis Consultant, as necessary. Our approach to the project would be based on close interaction and coordination with District staff and other key stakeholders. If selected, SCI would provide comprehensive services in a manner that limits the time and resources of District staff. The three of them do not have any work commitments that would interfere with their responsiveness and ability to complete the project within a reasonable timeframe.



Kyle Tankard, Senior Consultant and Cannabis Policy Leader

Kyle Tankard serves as the Cannabis Business Leader at SCI providing local cannabis policy expertise in California since 2016. He plays a diverse role, assisting municipalities with all aspects of local cannabis implementation including regulatory and equity program development, taxation policy and cost recovery, cannabis compliance, application review, and cannabis-related public education. Kyle has established himself as a leader in cannabis equity, assisting with the development and implementation of local cannabis equity programs for the Cities of Richmond, Palm Springs, and Stockton. He currently manages a portfolio of over 15 cannabis clients, providing a variety of ongoing cannabis-related services including application review, plan checks, compliance inspections, and equity analysis and program development.

Kyle received his bachelor's degree in Environmental Studies from the University of California, Santa Cruz, with emphases in geographic information systems (GIS). For further insights into his professional background, his LinkedIn profile can be accessed at: <https://www.linkedin.com/in/kyletankard/>



David Kaufman, Cannabis Consultant

David has spent the past six years helping jurisdictions implement cannabis licensing programs. Starting with his work as Fundraising Director for Prop 64, he has successfully leveraged his political relationships through to build a significant cannabis industry network and stay on the cutting edge of cannabis policy. As a consultant, he played an active role in drafting cannabis ordinances and facilitating community meetings. In particular, he helped implement the inaugural cannabis social equity program in Oakland which was then implemented in Los Angeles, Sacramento, and San Francisco. David brings a wealth of experience in Cannabis-related licensing and community engagement. His multifaceted background and commitment to effective policy implementation make him a valuable member of our team. David received his bachelor's degree in Public Policy from UC Berkeley. For further insights into his professional background, his LinkedIn profile can be accessed at: <https://www.linkedin.com/in/david-kaufman-8471b020/>

ADDITIONAL INFORMATION

Employment Policies.

SCI does not and shall not discriminate against any employee in the workplace, against any applicant for such employment, or against any other person because of race, religion, sex, color, national origin, handicap, age, or any other arbitrary basis. SCI Consulting Group ensures compliance with all civil rights laws and other related statutes.

Conflict of Interest Statements.

SCI has no known past, ongoing, or potential conflicts of interest for working with the District, performing the Scope of Work, or any other service for this Project.

Insurance.

SCI carries professional Errors and Omissions insurance of \$2 million per occurrence and \$2 million aggregate. SCI also carries general liability insurance of \$2 million per occurrence and \$4 million aggregate.

Independent Contractor.

If selected, SCI shall perform all services included in this proposal as an independent contractor.

Cancellation.

The District or SCI may end the engagement without cause with reasonable written notice. In the event that the engagement is canceled, payment shall still be due for all work performed, including any portion of a task, by SCI through the date of the notification of cancellation.

FEE SCHEDULE / MANNER OF PAYMENT

In consideration of the work accomplished, as outlined in the Work Plan, SCI shall be compensated on a time and materials basis as detailed below. Our professional fees are based on our understanding of the District’s needs and the level of effort we expect is necessary to complete the Work Plan successfully.

<u>Work Plan</u>	<u>Fees</u>
Task 1: On-Call Non-Advocacy Information Outreach Services	\$20,000*
Task 2: Direct Mail Pieces	\$23,000**

* To be billed on a time and materials basis with an initial authorization **not to exceed** \$20,000 with a minimum fee of \$5,000.

** Includes the cost of printing or postage.

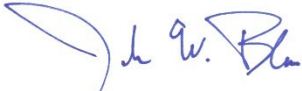
After completing each task, SCI shall submit an invoice for the work performed. Payments shall be due and payable within 30 days of receipt.

SCI’s 2024 hourly billing rates are as follows: Vice President - \$287/hour, Senior Consultant - \$217/hour, and Project Analyst - \$139/hour. In-person meetings and out-of-scope services shall be billed at SCI hourly billing rates, with travel time billed at 50% of the applicable hourly bill rate.

Customary incidental expenses, including travel, lodging, printing, postage, data, or other out-of-pocket costs, shall be billed at actual cost plus 10% not to exceed \$1,750 without prior authorization from the District. Mileage expenses shall be billed at the IRS-approved rate.

We look forward to this opportunity to assist the District with this important project and are ready to proceed. If you have any questions or require additional information, please do not hesitate to contact me. I can be reached at (707) 208-0940 or john.bliss@sci-cg.com.

Sincerely,

A handwritten signature in blue ink, appearing to read "John W. Bliss". The signature is stylized with a large initial "J" and a prominent "W".

John W. Bliss, P.E.

President, SCI Consulting Group

cc: Kyle Tankard, SCI Consulting Group
David Kaufman, SCI Consulting Group

MONTEREY COUNTY REGIONAL FIREFIGHTER'S ASSOCIATION IAFF LOCAL 2606



PO Box 6406
(408)602-3880

Salinas, California 93912
local2606@gmail.com.

Justin Conneau, President
Jonathan Frost, Vice President

Lary Sims, Treasurer
Corey Drivon/Secretary
Wyatt Uribe/Sergeant At Arms

7/21/2024

Board of Directors
Monterey County Regional Fire Protection District
19900 Portola Dr.
Salinas, CA 93908

Re: Support for Monterey County Regional Fire Protection District Cannabis Business Tax

Dear President Dahle,

On behalf of Local 2606, I am writing this letter in support of Measure H, the Monterey County Regional Fire Protection District's Commercial Cannabis Business Tax. The funding generated by this tax supports the essential emergency response and prevention efforts of the Fire District necessary for safe and compliant cannabis industry operations.

By protecting the initiative our intent is to continue to partner with the cannabis industry to foster economic growth and prosperity in Monterey County. We see ourselves as an integral link in the continued success of this agricultural sector by providing the essential services of prevention, education, enforcement and suppression.

The realities of product storage and processing coupled with oxidizers, fertilizers and isopropyl alcohol make cannabis production an inherently hazardous industry. The minimal revenue collected from the initiative provides essential fiscal resources that not only protect our cannabis growing partners, but the citizens of the District from the various structure fires and hazardous conditions that have occurred as a consequence of the industry.

We look forward to continuing these essential front line suppression services to both the growers and the community with the assistance of the initiative funded tax dollars. Without the initiative these efforts will continue with the same excellence, integrity and pride demonstrated these past six years but the residents of the District will shoulder the burden by subsidizing the cannabis industry.

The Professional Firefighters of Local 2606 offer this letter in support of Measure H, Monterey County Regional Fire Protection District's Commercial Cannabis Business Tax. Local 2606 stands ready to support your efforts to retain this critical funding source.

Please reach out to me if any needs arise.

Sincerely,

Justin Conneau
President, Local 2606



Monterey County Fire Chiefs Association

July 11, 2024

Ms. Aimee Dahle, Board President
Monterey County Regional Fire Protection District
19900 Portola Drive
Salinas, CA 93908

Re: Support for Monterey County Regional Fire Protection District Cannabis Business Tax

Dear Ms. Dahle,

On behalf of the Monterey County Fire Chiefs Association, I am writing this letter in support of Measure H, the Monterey County Regional Fire Protection District's Commercial Cannabis Business Tax. The funding generated by this tax supports the essential emergency response and prevention efforts of the Monterey County Regional Fire District necessary for safe and compliant cannabis industry operations.

This tax was passed by the voters in 2018 in response to the legalization of cannabis in the State of California to ensure that the operations, facilities and processes of the cannabis industry were implemented in compliance with all required codes and standards.

The education and safety provided to Firefighters and Operators ensures the safety of the cannabis workers, the general public and first responders when called to provide support in emergency situations such as a fire, burglary, or emerging incident.

Fire agencies face unique challenges with the legalization of cannabis. The funding provided by Measure H is critical to the Fire Service inspections, site visits, permits and education necessary for Operators to safely grow, cultivate and manufacture.

The Monterey County Fire Chiefs Association offers this letter in support of Measure H, Monterey County Regional Fire Protection District's Commercial Cannabis Business Tax and stands ready support your efforts to retain this critical funding source.

Please reach out to me if any needs arise.

Sincerely,

A handwritten signature in blue ink, appearing to read "Samuel Klemek".

Fire Chief Samuel Klemek, President



MONTEREY COUNTY CHIEF LAW ENFORCEMENT OFFICERS ASSOCIATION

CITY POLICE CHIEFS:

Carmel-By-The-Sea:

Paul Tomasi, Chief

Del Rey Oaks:

Chris Bourquin, Chief

Gonzales:

Keith Wise, Chief

Greenfield:

Guillermo "Bill" Mixer, Chief

King City:

James Hunt, Chief

Marina:

Randy Hopkins, Chief

Monterey:

David J. Hober, Chief

Pacific Grove:

Cathy Madalone, Chief

Salinas:

John Murray, Interim Chief

Sand City:

David Honda, Chief

Seaside:

Nick Borges, Chief

Soledad:

Damon Wasson, Chief

COUNTY OF MONTEREY:

District Attorney:

Jeannine Pacioni, DA

Ryan McGuirk, Chief

Probation Office:

Todd Keating, Chief

Sheriff/Coroner:

Tina Nieto, Sheriff

STATE OF CALIFORNIA:

CSU Monterey Bay PD:

John Short, Interim Chief

July 11, 2024

Ms. Aimee Dahle, Board President

Monterey County Regional Fire Protection District

19900 Portola Drive

Salinas, CA 93908

Re: Support for Monterey County Regional Fire Protection District Cannabis Business Tax
Ms. Dahle (Board President) -

This letter is written on behalf of the Monterey County Chief Law Enforcement Officers Association (MCCLEOA) supporting the Monterey County Regional Fire Protection District's Commercial Cannabis Business Tax. The funding generated by this tax supports the essential emergency response and prevention efforts of the Monterey County Regional Fire District.

This tax was passed by the voters in 2018 in response to the legalization of cannabis in the State of California to ensure the operations, facilities and processes of the cannabis industry were implemented safely, and in compliance with all applicable codes and standards. The programs funded by the cannabis business tax ensure the safety of the community, cannabis industry employees, the general public and first responders who are called to provide support in emergency situations such as fire, crime, or emerging incidents.

Public Safety agencies face new and unique challenges to address community safety surrounding the evolving legal cannabis industry. To ensure fire safety and overall public safety of the utilized buildings and cannabis operations, law enforcement agencies partner with the fire service to properly inspect, permit and regulate the cannabis industry. Aspects of this regulation include the manufacturing facilities and businesses where growing, harvesting and other operations are occurring. These aspects are contemporary practices which mitigate public safety concerns and ensure fire safety at the sites of various cannabis operations.

The Monterey County Chief Law Enforcement Officers Association (MCCLEOA) provides this letter of support to the Monterey County Regional Fire Protection District's Commercial Cannabis Business Tax and supports your efforts to retain this critical funding source to ensure proper public safety.

Sincerely,

S/ David J. Hober

David J. Hober, Chief of Police
MCCLEOA President (2024)



July 16, 2024

Ms. Aimee Dahle, Board President
Monterey County Regional Fire Protection District
19900 Portola Drive
Salinas, CA 93908

Re: Support for MCRFD Cannabis Business Tax

Dear Ms. Dahle,

I am writing this letter in support of the Monterey County Regional Fire Protection District's Commercial Cannabis Business Tax. The funding generated by this tax helps to support wildfire fuel mitigation and development of Firewise communities within Monterey County Regional Fire District, both vital components in reducing the threat of wildfires within District communities.

This tax was passed by the voters of the Fire District in 2018 in response to the legalization of cannabis in the State of California to ensure the operations, facilities and process of the cannabis industry were implemented safely, and in compliance with all applicable codes and standards. The programs funded by the cannabis business tax ensure the safety of the cannabis workers, the general public and first responders who are called to provide support in emergency situations such as a fire, burglary, or emerging incidents.

The Fire Safe Council For Monterey County offers this letter of support to the Monterey County Regional Fire Protection District's Commercial Cannabis Business Tax and stands ready to support your efforts to retain this critical funding source.

Please reach out to me if any needs arise.

Sincerely,

Richard Bates, President
Fire Safe Council For Monterey County



MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

STAFF SUMMARY REPORT

AGENDA ITEM NUMBER: 7.2

DATE: July 24, 2024

PREPARED BY: Marisela Arreguin

SUBJECT: Fire Chief contract

ISSUE AND STAFF REPORT

The District entered into an Employment Agreement on July 26, 2022 with David J. Sargenti with respect to the terms and conditions of employment as Fire Chief for the District. The Employment Agreement provided for future annual salary adjustments subject to a satisfactory annual performance evaluation. The Employment Agreement was amended on July 25, 2023, and January 30, 2024.

Negotiations on an annual salary adjustment were conducted between the Chief and the District's Chief negotiator and Board President. The group is recommending the following to the Board for consideration.

1. Increase the annual base salary by 3.5% which is equivalent to the raise that the other Chief Officers received in July. This will maintain a 7.5% difference between the rank of Deputy Chief and Fire Chief.

All other terms of the contract shall remain unchanged.

RECOMMENDATION

Receive report, discuss, and adopt Resolution 2024-25 approving Amendment -3 to the Fire Chief employment agreement between the Monterey County Regional Fire Protection District and David J. Sargenti.

ATTACHMENTS

1. Draft Resolution 2024-25.
2. Amendment -3 to Fire Chief Employment Agreement between the Monterey County Regional Fire Protection District and David J. Sargenti.

**BEFORE THE BOARD OF DIRECTORS
OF THE MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT**

RESOLUTION NO. 2024-25

**RESOLUTION APPROVING AMENDMENT-3 TO THE FIRE CHIEF EMPLOYMENT
AGREEMENT BETWEEN THE MONTEREY COUNTY REGIONAL FIRE PROTECTION
DISTRICT AND DAVID J. SARGENTI**

WHEREAS, the Monterey County Regional Fire Protection District (“District”) appointed David J. Sargenti (“Employee”) as Fire Chief effective August 1st, 2022; and

WHEREAS, the District and the Employee agreed with respect to terms and conditions of employment of the Employee as Fire Chief for the District; and

WHEREAS, the terms and conditions of employment are detailed in the Fire Chief Employment Agreement dated August 15, 2022 (“Employment Agreement”); and

WHEREAS, the Amendment – 1 of the Agreement was approved on July 25, 2023 and Amendment – 2 was approved on January 30, 2024; and

WHEREAS, the terms and conditions of employment provide for future annual salary adjustments subject to a satisfactory annual performance evaluation; and

WHEREAS, the Board of Directors has completed the Fire Chief performance evaluation for the previous 12 months; and

WHEREAS, the District and the Employee desire to amend the Employment Agreement to provide for a salary adjustment consistent with the adjustment provided to other District Chief Officers in July.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors hereby approves Amendment-3 to the Employment Agreement with all other terms remaining unchanged.

PASSED AND ADOPTED by the Board of Directors of the Monterey County Regional Fire Protection District this 30th day of July 2024.

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Aimee Dahle, President

Jim Slaten, Secretary

**AMENDMENT - 3 TO FIRE CHIEF EMPLOYMENT AGREEMENT BETWEEN
MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT
AND DAVID J. SARGENTI**

This Amendment to the Fire Chief Employment Agreement is made and entered into on July 30, 2024 with an effective date of August 1, 2024, by and between the Monterey County Regional Fire Protection District (“District”) and David J. Sargenti (“Employee” or “Fire Chief”).

Recitals

1. The District and Fire Chief are parties to a Fire Chief Employment Agreement dated August 15, 2022.
2. The Fire Chief Employment Agreement provides that the Fire Chief is entitled to an annual salary increase at the discretion of the Board, subject to a satisfactory annual performance evaluation for the previous evaluation period. The Board will evaluate whether a salary increase is warranted immediate after the close of the fiscal year with any increase going into effect on August 1st.
3. The Board has completed its performance review of the Fire Chief for the past 12-month period.
4. The parties now desire to amend the Fire Chief Employment Agreement to provide a compensation increase.

AMENDMENT

Section 6. Compensation is hereby amended to read as follows:

Effective August 1, 2024, the base salary for the position of Fire Chief shall be \$226,894.00 which equates to a bi-monthly salary of \$9,453.92. This base salary maintains a 7.5% increase from the Deputy Chief base salary.

The Fire Chief is entitled to an annual salary increase at the discretion of the Board, subject to a satisfactory annual performance evaluation for the previous evaluation period. The Board will evaluate whether a salary increase is warranted immediately after the close of the fiscal year. The increase, if any, will go into effect August 1.

Except to the extent expressly provided herein, all other terms of the Fire Chief Employment Agreement between the Monterey County Regional Fire Protection District and David J. Sargenti shall remain unchanged.

FOR THE DISTRICT

Aimee Dahle, President of the Board

Date

FOR THE FIRE CHIEF

David J. Sargenti

Date



**MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

STAFF SUMMARY REPORT

AGENDA ITEM NUMBER: 7.3

DATE: July 14, 2024

PREPARED BY: David Sargenti

SUBJECT: Publicly available pay schedule

ISSUE AND STAFF REPORT

Staff has updated the publicly available pay schedule to include the contractual salary increase for all District employees. This document is available for the public to review at the administrative offices during regular business hours as required by CalPERS and the government code.

RECOMMENDATION

Approve the updated publicly available pay schedule.

ATTACHMENT

2024/2025 Monterey County Regional Fire Protection District Pay Schedule.

**MONTEREY COUNTY REGIONAL FIRE DISTRICT
SALARY SCHEDULE**

BASE SALARY EFFECTIVE 7/1/2024 - ADMIN & LOCAL 2606

BASE SALARY EFFECTIVE 8/1/2024 - FIRE CHIEF

	<u>HOURLY</u>	<u>BI-MONTHLY</u>	<u>ANNUAL</u>
FIRE FIGHTER 1	\$ 29.83	\$ 3,629.19	\$ 87,100.51
FIRE FIGHTER 2	\$ 31.32	\$ 3,810.65	\$ 91,455.54
FIRE FIGHTER 3	\$ 32.89	\$ 4,001.18	\$ 96,028.32
FIRE FIGHTER 4	\$ 34.53	\$ 4,201.24	\$ 100,829.74
FIRE ENGINEER 1	\$ 36.26	\$ 4,411.30	\$ 105,871.23
FIRE ENGINEER 2	\$ 38.07	\$ 4,631.87	\$ 111,164.79
FIRE ENGINEER 3	\$ 39.97	\$ 4,863.46	\$ 116,723.03
FIRE CAPTAIN 1	\$ 41.97	\$ 5,106.63	\$ 122,559.18
FIRE CAPTAIN 2	\$ 44.07	\$ 5,361.96	\$ 128,687.14
FIRE CAPTAIN 3	\$ 46.27	\$ 5,630.06	\$ 135,121.50
OFFICE ADMINISTRATOR 1	\$ 35.45	\$ 3,072.51	\$ 73,740.34
OFFICE ADMINISTRATOR 2	\$ 37.22	\$ 3,226.14	\$ 77,427.36
OFFICE ADMINISTRATOR 3	\$ 39.09	\$ 3,387.45	\$ 81,298.73
HUMAN RESOURCES OFFICER 1	\$ 44.04	\$ 3,816.64	\$ 91,599.24
HUMAN RESOURCES OFFICER 2	\$ 46.24	\$ 4,007.47	\$ 96,179.20
HUMAN RESOURCES OFFICER 3	\$ 48.55	\$ 4,207.84	\$ 100,988.16
FINANCE OFFICER 1	\$ 48.44	\$ 4,198.30	\$ 100,759.16
FINANCE OFFICER 2	\$ 50.86	\$ 4,408.21	\$ 105,797.12
FINANCE OFFICER 3	\$ 53.41	\$ 4,628.62	\$ 111,086.98
FIRE PREVENTION SPECIALIST 1	\$ 44.66	\$ 3,870.92	\$ 92,901.97
FIRE PREVENTION SPECIALIST 2	\$ 46.90	\$ 4,064.46	\$ 97,547.07
DEPUTY FIRE MARSHAL 1	\$ 49.24	\$ 4,267.68	\$ 102,424.42
DEPUTY FIRE MARSHAL 2	\$ 54.17	\$ 4,694.45	\$ 112,666.86
DIVISION CHIEF 1	\$ 79.87	\$ 6,921.95	\$ 166,126.87
DIVISION CHIEF 2	\$ 87.86	\$ 7,614.15	\$ 182,739.56
DEPUTY CHIEF 1	\$ 92.25	\$ 7,994.86	\$ 191,876.54
DEPUTY CHIEF 2	\$ 101.47	\$ 8,794.34	\$ 211,064.19
FIRE CHIEF	\$ 109.08	\$ 9,453.92	\$ 226,894.00

DUTY CHIEF COVERAGE	\$ 51.97	* Average Fire Captain's straight time hourly rate
DUTY CHIEF COVERAGE OOC	\$ 77.96	* Average Fire Captain's overtime hourly rate

PARAMEDIC PAY	\$ 362.92	* Bi-Monthly - 10% of Step 1 FF base rate (Local 2606 only)
BILINGUAL PAY	\$ 50.00	* Bi-Monthly



**MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

STAFF SUMMARY REPORT

AGENDA ITEM NUMBER: 7.4

DATE: July 18, 2024

PREPARED BY: David Sargenti

SUBJECT: California Senate Bill 1205, Mandatory Inspection and Compliance Reporting

ISSUE AND STAFF REPORT

On September 27, 2018, SB 1205 became effective, and added a new section to the California Health and Safety Code which affects every fire department or fire district in the State. Existing state law requires every fire department or district providing fire protection services to inspect every building used as a public or private school annually. This same annual inspection requirement is applicable to hotels, motels, lodging houses, and apartment houses.

This new bill requires every fire department or district to annually report to its administering authority their compliance with the annual inspection requirements of the California Health and Safety Code. The bill also requires the administering authority to formally acknowledge receipt of the compliance report in a resolution or a similar formal document.

RECOMMENDATION

Adopt Resolution 2024-26 acknowledging receipt of a report made by the Fire Chief of the Monterey County Regional Fire Protection District regarding the inspection of certain occupancies required to perform annual inspections in such occupancies pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code.

ATTACHMENT

Draft Resolution 2024-26

**BEFORE THE BOARD OF DIRECTORS
OF THE MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT**

RESOLUTION NO. 2024-26

**RESOLUTION ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE
CHIEF OF THE MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT
REGARDING THE INSPECTION OF CERTAIN OCCUPANCIES REQUIRED TO
PERFORM ANNUAL INSPECTIONS IN SUCH OCCUPANCIES PURSUANT TO
SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY
CODE.**

WHEREAS, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on September 27, 2018; and

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the Monterey County Regional Fire Protection District, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided; and

WHEREAS, California Health & Safety Code Section 13146.2 requires all fire departments, including the Monterey County Regional Fire Protection District, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3; and

WHEREAS, the Board of Directors of the Monterey County Regional Fire Protection District intends this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the Monterey County Regional Fire Protection Districts compliance with California Health and Sections 13146.2 and 13146.3.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors of the Monterey County Regional Fire Protection District expressly acknowledge the measure of compliance of the Monterey County Regional Fire Protection District with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the Monterey County Regional Fire Protection District, as follows:

A. EDUCATIONAL GROUP E OCCUPANCIES:

Educational Group E occupancies are generally those public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. Within the Monterey County Regional Fire Protection District, there lie 29 Group E occupancies,

buildings, structures and/or facilities.

During the fiscal year 2023/2024 the Monterey County Regional Fire Protection District completed the annual inspection of 29 Group E occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

B. RESIDENTIAL GROUP R OCCUPANCIES:

Residential Group R occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. Within the Monterey County Regional Fire Protection District, there lie 64 Group R (and their associated sub-categories) occupancies of this nature.

During the fiscal year of 2023/2024 the Monterey County Regional Fire Protection District completed the annual inspection of 64 Group R occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

Additional items of note regarding this compliance rate can be found in the accompanying staff report for this resolution.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Monterey County Regional Fire Protection District this 30th day of July, 2024 at a regular meeting of the District Directors.

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Aimee Dahle, President

Jim Slaten, Secretary



MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

STAFF SUMMARY REPORT

AGENDA ITEM NUMBER: 7.5

DATE: July 11, 2024

PREPARED BY: David Sargenti

SUBJECT: Federal Excess Personal Property (FEPP) Cooperative Agreement

ISSUE AND STAFF REPORT

The Federal Excess Personal Property (FEPP) Cooperative Agreement with CALFIRE allows the Fire District to access excess federal property to support activities directly related to wildland and rural community fire protection. Examples of excess federal property could include: apparatus, communication equipment, fire tools, etc.

There is no cost to participate in the program and any acquisition of equipment requires expenditures for shipping, registration/insurance if applicable, and cosmetic branding modifications. This program provides options to acquire resources if the need arises. The Fire District has participated in FEPP since 1982.

RECOMMENDATION

1. Receive report, discuss, and adopt Resolution 2024-28 authorizing application for the Federal Excess Personal Property program; and
 2. Direct the Fire Chief to prepare and submit the necessary documents for the Federal Excess Personal Property program application.
-

ATTACHMENTS

1. Draft Resolution 2024-28.
2. Agreement #994606 Cooperative Agreement for the USDA Forest Service Federal Excess Personal Property Program.

**BEFORE THE BOARD OF DIRECTORS
OF THE MONTEREY COUNTY REGIONAL FIRE PROTECTION DISTRICT**

RESOLUTION NO. 2024-28

**RESOLUTION AUTHORIZING APPLICATION FOR THE FEDERAL EXCESS
PERSONAL PROPERTY (FEPP) PROGRAM
IN ACCORDANCE WITH
Cooperative Forestry Assistance Act (CFAA) of 19789 (16 U.S.C. Chapter 41 section 2101)**

WHEREAS, there is a need for excess personal property from the United States Department of agriculture (USDA) Forest Service through the Federal Excess Personal Property (FEPP) program to help actively engage in the prevention, protection, and suppression of all wildland, rural structural, or other fires in the County of Monterey; and

WHEREAS, the loan of certain FEPP items is available for local fire agencies as described in the USDA Forest Service FEPP Desk Guide, in accordance with the Cooperative Forestry Assistance Act (CFAA) of 1978 (16 U.S.C. Chapter 41 section 2010).

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors of the Monterey County Regional Fire Protection District accepts the agreement between the State of California, Department of Forestry and Fire Protection (CALFIRE) and the Monterey County Regional Fire Protection District for the acquisition of FEPP, and authorizes the Fire Chief to sign the agreement on behalf of the Board of Directors.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Monterey County Regional Fire Protection District this 30th day of July, 2024 at a regular meeting of the District Directors.

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Aimee Dahle, President

Jim Slaten, Secretary

STATE OF CALIFORNIA
THE NATURAL RESOURCES AGENCY
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

COOPERATIVE AGREEMENT FOR THE
USDA FOREST SERVICE
FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM
Under the United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978

This agreement is entered into by and between

THE STATE OF CALIFORNIA
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

AND

MONTEREY COUNTY REGIONAL FIRE DISTRICT

This agreement made and entered into this 30 day of July, **2024**, by and between the State of California acting by and through the Director of the Department of Forestry and Fire Protection (CAL FIRE), hereinafter referred to as the STATE and the **Monterey County Regional Fire District**, hereinafter referred to as the COOPERATOR, covenants as follows:

I. PURPOSE

The STATE has been approved as an agent of the United States Department of Agriculture (USDA) Forest Service for administering Federal Excess Personal Property (FEPP) as part of the Cooperative Fire Protection Program, which allows the COOPERATOR to take custody and use FEPP property for wildland and rural community fire protection services.

II. MUTUAL INTEREST OF PARTIES

Both the STATE and the COOPERATOR have a mutual interest in the prevention, protection and suppression of all wildland and rural community fires near and adjacent to the property and the people of California.

III. AUTHORITIES

The Federal Property and Administrative Services Act of 1949, as amended (40 U.S.C. § 483) and the Cooperative Forestry Assistance Act of 1978 (16 U.S.C. § 2106(c)) authorizes the FEPP Program as an element of the Cooperative Fire Protection Program (16 U.S.C. § 2106(b)). Under these authorities, the USDA Forest Service may lend FEPP property needed for wildland and rural community fire protection to the STATE and to local paid or unpaid fire departments for their use.

IV. RESPONSIBILITIES

THE COOPERATOR AGREES:

1. Primary use of FEPP property must be 90 percent for activities directly related to wildland and rural community fire protection; however, situations may occur that make this exclusive use impractical. Non-fire emergency use of FEPP property is authorized and limited to no more than 10 percent total usage. Abuse of the 10 percent non-fire use standard could result in recall of the property on loan, suspension from the program, or other sanctions.

2. FEPP property acquired by the COOPERATOR is not permitted to be rented, leased, loaned, or traded to another party; no exceptions. FEPP property is not permitted to be transferred or sold without prior approval from the STATE or the USDA Forest Service. FEPP property is for official use only; personal use of FEPP property is prohibited, violates the law, and this Cooperative agreement. Any personal use violations found, subjects the COOPERATOR to penalties and FEPP property recall as determined by the STATE and the USDA Forest Service.
3. To immediately notify the STATE of receipt of FEPP property during the acquisition process.
4. To bear the entire cost of transportation, retrofit, modification, maintenance, repairs, and operation of acquired FEPP property while in the COOPERATOR's possession.
5. The COOPERATOR must paint any FEPP rolling stock acquired directly from the USDA Forest Service that has the distinct Forest Service green color. If the FEPP property is acquired from the Department of Defense (DoD) and has military colors or markings, it must be painted. This is mandatory per the STATE and the USDA Forest Service. The painting of the FEPP vehicle must be accomplished within one (1) calendar year of the acquisition.
6. To register all FEPP rolling stock with the California Department of Motor Vehicles (DMV) within 60 days of receipt of property. Lien Holder will remain as the USDA Forest Service. This is mandatory as ownership remains with the USDA Forest Service. Registered Owner will be the COOPERATOR.
7. To obtain prior to operation of any FEPP property the minimum liability insurance in the amount required by State law to cover the operation of FEPP rolling stock. The COOPERATOR must maintain adequate insurance to cover damages or injuries to cover persons or property relating to the use of the property. Proof of insurance coverage must be provided to the STATE in the form of an insurance policy or a self-insured statement on an official letterhead.
8. Drivers of FEPP property must take the necessary equipment training and have a valid California operator license to operate the loaned vehicle(s).
9. To make FEPP property operable and ready to be placed into service for wildland and rural community fire protection, including fire suppression and prevention. Operational condition of the property will be achieved within one (1) year to the date of property pick up/receipt.
10. FEPP property cannot be modified or cannibalized without prior authorization from the STATE and the USDA Forest Service. The COOPERATOR shall contact the STATE with a request and justification to modify or cannibalize any FEPP property. The request must be submitted for approval before any modification or cannibalization to FEPP property takes place.
11. The COOPERATOR is responsible for the proper care, maintenance, security and storage of all acquired FEPP property.
12. All FEPP property must be identified as property belonging to the USDA Forest Service and for fire use only. The STATE will provide USDA Forest Service property tags along with a property number assigned to accountable FEPP property.

13. To promptly report any FEPP property when it is no longer needed by the COOPERATOR to the STATE and the USDA Forest Service for disposal authority. The COOPERATOR is not to release FEPP property to anyone unless the STATE and the USDA Forest Service have provided the proper authorization and documentation needed. The COOPERATOR is to provide reasonable access to authorized personnel for inspection and removal of FEPP property.
14. Ownership of all accessories, tools, light bars, sirens and equipment which is added to the loaned FEPP property remains with the COOPERATOR and must be removed prior to the disposal process.
15. Accidents involving FEPP property must be reported directly to the STATE within 10 days of the situation. This includes accidents that result in death, injury, illness, or property damage (more than \$350). Depending on the type of accident, the STATE will provide direction to the COOPERATOR on the information required to be submitted to the USDA Forest Service.
16. Lost, stolen, damaged or destroyed FEPP property shall be reported to the STATE for proper documentation and handling.
17. When FEPP property is lost, damaged, destroyed or stolen, a determination is required whether there was negligence on the part of the COOPERATOR. The STATE shall make a recommendation to the USDA Forest Service Property Management Officer (PMO) whether there was negligence or gross negligence.
 - a. Negligence: The failure to abide by Federal rules and regulations.
 - i. Repeated instances of negligent damage to FEPP property by staff of the COOPERATOR may be cause for the STATE to suspend further acquisitions by the COOPERATOR until the reasons for the negligence are identified and steps taken to prevent further instances.
 - b. Gross negligence: The intentional, willful, or wanton failure to exercise a reasonable degree of care to protect FEPP property in one's custody in reckless disregard of the consequences of the actions.
 - i. If the STATE determines that there is apparent gross negligence on the part of the COOPERATOR staff, the findings plus all supporting documentation shall be forwarded by the STATE to the USDA Forest Service PMO for a final determination.
 - ii. Should the USDA Forest Service submit the final determination is one of gross negligence and sends the STATE a Bill of Collection for FEPP property under the COOPERATOR's care, the COOPERATOR will reimburse the STATE for all the costs listed on the Bill of Collection.
 - iii. The COOPERATOR shall be suspended from acquiring any additional FEPP property for a set time as determined by the STATE.
 - iv. A second case of gross negligence will cause the COOPERATOR to lose all privileges of participation in the FEPP program as determined by the STATE.
18. To perform/participate in the physical inventory process on FEPP property in the COOPERATOR's possession every two (2) years.
19. The STATE and the USDA Forest Service will periodically conduct joint reviews of the FEPP program to ensure compliance with the USDA Forest Service and other applicable statutes, regulations and policies are being followed. The COOPERATOR must participate and provide access to all physical FEPP property along with access to all FEPP documentation during the review. The STATE is authorized to perform audits and reviews by STATE personnel, in between joint reviews, to provide the USDA Forest Service information for FEPP program improvements.

20. To retain all documentation on all inventoried FEPP property for six (6) years and three (3) months after the year designated for the disposal of the property. The STATE will send all mandatory documentation required for acquisition, management and disposal of FEPP property to the COOPERATOR as these processes occur.
21. The COOPERATOR must provide access to and the right to examine all records, books, papers or documents relating to the FEPP program to the USDA Forest Service, the USDA Office of the Inspector General (OIG), the Comptroller General of the United States, the STATE and their authorized representatives.
22. To comply with Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color, or natural origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination, under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. To comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d) prohibiting discrimination where discriminatory practices will result in unequal treatment of persons who are or should be benefiting from the activity.

V. OTHER AGREEMENT TERMS
IT IS MUTUALLY AGREED THAT:

1. Title to all FEPP property shall remain vested in the United States federal government.
2. The COOPERATOR shall complete a resolution, or a statement from their governing board/council, approving participation in the FEPP program. The resolution must be received with this Cooperative agreement as a requirement of the Terms and Conditions before the STATE will prepare or continue (in the case of a renewal agreement) the COOPERATOR's access to screen and manage FEPP property.
3. All FEPP property loaned to the COOPERATOR shall be for an indefinite period of time, unless the COOPERATOR is negligent of program requirements as detailed in the Terms and Conditions of this Cooperative agreement as well as any Federal regulations that govern the FEPP program. The agreement may be terminated by either party after giving notice 60 days in advance of such termination to the other party.
4. The STATE will not be responsible for furnishing spare parts for FEPP property and the COOPERATOR accepts all FEPP property "as is" without any warranties of any kind, either expressed or implied.
5. Amendments to this Cooperative agreement covering acquisitions and disposals of FEPP property will be submitted by the STATE to the COOPERATOR for review and signature. These Amendments will be sent upon completion of the action taken and must be returned signed and dated by the COOPERATOR to the STATE to maintain accurate record keeping as required by the USDA Forest Service.
6. COOPERATORS with any FEPP property will cooperate with regulatory agencies to ensure compliance with Federal and State regulations, program and property management requirements.
7. In the event of any dispute over FEPP loaned equipment or any terms or conditions contained herein, the dispute shall be decided by the STATE and its decision shall be binding and final.



8. The parties hereto agree that the COOPERATOR, their officers, employees, agents, servants, contractors, volunteers, paid firefighters, and all others acting on behalf of the COOPERATOR, performing under the terms of this Cooperative agreement, are not acting as officers, employees or agents of the State or the Federal government.
9. The COOPERATOR agrees to defend, indemnify, save and hold harmless the STATE as defined herein, and the Department of Forestry and Fire Protection (CAL FIRE), their officers, agents and employees against all claims, demands, causes of action or liability of any kind whatsoever arising out of the acts of the COOPERATOR, its agents or employees in the performance of any function provided for under the terms of this agreement or the use of property transferred.
10. The period of this agreement is for five (5) years from the date of last signature on page six (6) and entered on page one (1), if no violations or signatory changes occur. Thereafter, the agreement shall be reviewed every other year for compliance by the STATE during the agreement review process and extended if no violations or changes have occurred, not to exceed a five (5) year term renewal. This Cooperative agreement supersedes all prior agreements related to the FEPP program.
11. Either party may terminate this agreement by providing written notice to the other party 60 days prior to the termination date. If the agreement is terminated, the COOPERATOR shall be ineligible to continue participation in the FEPP program. Upon termination of this Cooperative agreement, all FEPP property assigned to the COOPERATOR shall be returned to the STATE. Prior to terminating a COOPERATOR's eligibility for cause, the STATE shall attempt alternative resolutions.
12. Any information provided to the STATE under this Cooperative agreement is subject to the Freedom of Information Act (5 U.S.C. §§ 551 *et seq.*).
13. The primary contact information of the parties hereto, for all notices, payments, repayments, or any other activity required or contemplated under the terms of this Cooperative agreement are:

Cooperator Name: Monterey County Regional Fire District	Department of Forestry and Fire Protection (CAL FIRE) Federal Property Programs
Contact Name: David Sargenti	
Title: Fire Chief	
Street Address: 19900 Portola Drive	Street Address: 710 Riverpoint Court West Sacramento, CA 95605
Mailing Address: 19900 Portola Drive	Mailing Address: P.O. Box 944246
City: Salinas	City: Sacramento
Zip: 93908	Zip: 94244-2460
Phone Number: (831) 455-1828 Ext.	Phone Number: (916) 894-9804
Cell Phone Number: (831) 596-4724	Fax Phone Number: (916) 894-9880
Email: dsargenti@mcrfd.org	Email: FederalProperty@fire.ca.gov

14. Local CAL FIRE Unit contact information:

CAL FIRE Unit: San Benito-Monterey Unit (BEU)	Point of Contact: BEU Forestry Logistics Officer
Physical Address: 401 Canal St.	
City: King City	Zip Code: 93930
Phone Number: (831) 385-5143 Ext. :	

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year of the last signature below.

COOPERATOR	
NAME OF COOPERATOR: Monterey County Regional Fire District	
BY (Authorized Signature): 	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING: David Sargenti, Fire Chief	
STATE OF CALIFORNIA Department of Forestry and Fire Protection (CAL FIRE)	
BY (CAL FIRE Unit Chief): 	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING: George Nunez, Jr., Unit Chief, San Benito-Monterey Unit (BEU)	
BY (CAL FIRE State and Federal Property and Recycling Manager): 	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING: Melissa Hillis, State and Federal Property and Recycling Manager	

STATE OF CALIFORNIA
THE NATURAL RESOURCES AGENCY
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

COOPERATIVE AGREEMENT FOR THE
USDA FOREST SERVICE
FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM
Under the United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978

ATTACHMENT A

MONTEREY COUNTY REGIONAL FIRE DISTRICT

	ITEM:	SERIAL #:	PROPERTY #
1.	No Property Items		
2.			
3.			
4.			
5.			
6.			
7.			

Rev. November 2022



Federal Excess Personal Property (FEPP) Program Information for Local Fire Departments



CAL FIRE, sponsored by the USDA Forest Service, may acquire for loan through the Federal Excess Personal Property (FEPP) program for Local Fire Departments, items that are designed or can be modified for 90% use in fire protection activities.

There is no cost to join the FEPP program. The property is free on a ***loan basis*** for as long as the fire department needs the equipment. The only monetary cost to the fire department is during the acquisition process for the logistics of property pick up (this can include shipping/transportation costs for property out of state), for repairs and maintenance of property, as well as registration and liability insurance costs for any type of rolling stock (e.g. fire vehicles, trailers, etc.).

Below is a list of various types of FEPP items that can be acquired for your department:

- ✓ Rolling Stock – Fire Trucks, Trailers, Pick ups, etc.
- ✓ Tactical Communications Systems
- ✓ Water Tanks/Tenders
- ✓ Fire Tools – Forcible Entry Tools, Extraction Equipment, etc.
- ✓ Fire Protective Clothing
- ✓ Breathing Apparatus
- ✓ Pumps
- ✓ Hoses/Nozzles
- ✓ Generators
- ✓ Winches
- ✓ Vehicle Parts – Tires, Sirens, Light Bars, etc.
- ✓ Air Compressors
- ✓ **Office Furniture, Devices and Supplies – *Use of FEPP is authorized only for items that are essential for the fire protection function at that location.*
- ✓ ***Kitchen Supplies, Household Furniture, Cleaning Supplies, etc. - **Authorized only for use in training facilities, deployment staging areas or are housed temporarily (e.g.: 24/7 stations, incident sites, etc.).*
- ✓ Athletic / Gym Equipment
- ✓ Small Tools & Construction Material

CAL FIRE receives excess Wildland Type 3 engines, portable slip-on pumps, and other types of property (Water Tenders, ATVs, Crew Buggies – please note these don't happen often, but we do receive them) directly from the USDA Forest Service which we in turn advertise to our Local Fire Departments that are participating in the FEPP program and have communicated their department's property wants and wishes. Once we send out the email advertisement, it works on a First Come, First Served type basis. We do take into consideration if the local fire department does not have any FEPP property currently on inventory.

An individual(s) may be nominated to be a FEPP Screener so they can log into the GSA PPMS website to view available federal property (as listed above) that may be useful to your fire department. If there is anything you'd like to acquire, just contact our office and we'll screen it for you.

For any additional information or if you have questions or concerns, please contact me at federalproperty@fire.ca.gov



David Sargenti <dsargenti@mcrfd.org>

Final FRRCL Update

1 message

Vest, Alexandra@CALFIRE <Alexandra.Vest@bof.ca.gov>

Wed, Jul 3, 2024 at 1:59 PM

To: "Vest, Alexandra@CALFIRE" <Alexandra.Vest@bof.ca.gov>, "Yates, Marcie@CALFIRE" <Marcie.yates@bof.ca.gov>

Good afternoon,

Thank you again your participation in the 2024 iteration of Fire Risk Reduction Community List (FRRCL). We could not have had a successful list this year without your collaboration and contributions. Please find attached the final list for your records, as well as the FRRCL community map. Please feel free to reach out if you have any questions, concerns, or feedback.

We hope to see your organization again for the next iteration of the list in 2026. Have a happy and safe holiday!



Alexandra Vest

AGPA-Wildfire Planning Specialist

Board of Forestry & Fire Protection

[715 P. St., Sacramento, CA 95814](#)

(916) 531-8600 Cell Phone



2 attachments

2024 FRRCL - Final.pdf
117K

bof_frcl_2024-map_0613_2.pdf
2553K

2024 Fire Risk Reduction Communities



- 1 Humboldt County Resource Conservation District
- 2 Shasta Lake Fire Protection District
- 3 City of Shasta Lake
- 4 Leggett Valley Fire Protection District
- 5 Butte County

- 6 Elk Community Services District
- 7 North Sonoma Coast Fire Protection District
- 8 Northern Sonoma County Fire Protection District
- 9 Sonoma Valley Fire District
- 10 Napa County
- 11 Yolo County Resource Conservation District
- 12 Sacramento Municipal Utility District
- 13 Placer Resource Conservation District
- 14 County of Placer
- 15 County of El Dorado
- 16 Truckee Fire Protection District
- 17 Town of Truckee
- 18 Alpine Springs County Water District
- 19 North Tahoe Fire Protection District
- 20 Meeks Bay Fire Protection District
- 21 City of Berkeley
- 22 East Bay Municipal Utility District
- 23 Moraga-Orinda Fire Protection District

- 24 East Bay Regional Park District
- 25 City of Saratoga
- 26 Stanislaus County Office of Education
- 27 City of Sonora
- 28 Santa Lucia Community Services District
- 29 Monterey County Regional Fire Protection District
- 30 City of San Luis Obispo
- 31 County of Santa Barbara
- 32 Kern County Fire Department
- 33 Ventura County Fire Protection District
- 34 City of Westlake Village
- 35 City of Calabasas
- 36 Los Angeles County
- 37 Brea Fire Department
- 38 Chino Valley Fire District
- 39 City of Rancho Cucamonga
- 40 Rancho Cucamonga Fire Protection District
- 41 Arrowbear Lake Fire Department
- 42 Big Bear Fire Authority
- 43 San Bernardino County Fire Protection District
- 44 City of Murrieta
- 45 Rancho Santa Fe Fire Protection District
- 46 County of San Diego
- 47 San Diego County Fire Protection District
- 48 Alpine Fire Protection District
- 49 Chula Vista Fire Department
- 50 City of Chula Vista





David Sargenti <dsargenti@mcrfd.org>

Support to SLP

Kevin Kamnikar <kkamnikar@santaluciapreserve.com>

Fri, Jun 14, 2024 at 11:13 AM

To: David Sargenti <dsargenti@mcrfd.org>

Cc: Aimee Dahle <adahle@santaluciapreserve.com>, Emily Aiken <eaiken@santaluciapreserve.com>, Forrest Arthur <farthur@santaluciapreserve.com>, Justin Reyes <jreyes@mcrfd.org>, rcathey@mcrfd.org

Good morning Chief Sargenti,

I want thank MCRFD for the support the SLP receives when asked. We recently had a request from staff and members to hold a CPR refresher course. We reached out and Captain Rick Cathey provided the fantastic training. Overall, he provided training to 25 staff and 3 members.

Thank you for the continued support.

Kevin Kamnikar
Safety Compliance Officer

SANTA LUCIA PRESERVE

C: (831) 809-4526

kkamnikar@santaluciapreserve.com

www.santaluciapreserve.com

June 26, 2024

Dear Chief Reyes,

We would like to thank you so much for taking the time to be our speaker at our June meeting.

We appreciate all the information you gave us and for answering all of our questions. It really helped the importance of when and why we should call 911.

Thank you again.

Sincerely
Karen Hemphrey
Secretary Mendocino County